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ABSTRACT

Financial and program information are presented in this five-part annual report summarizing the instructional and administrative activities of Cuesta College and the San Luis Obispo Community College District during 1979-80. Part I examines the status of eight areas under the supervision of the Office of Educational Services: curriculum development, evening classes, library services, occupational education, instructional staff utilization, handicapped student services, counseling and guidance, and community services. This section presents enrollment data, library circulation statistics, an examination of faculty workload, and a discussion of the fiscal status of community services after the passage of Proposition 13 in 1978. Part II examines the expenditures and activities that relate to admissions and records, veterans affairs, the bookstore, campus security, student government, athletics, food service, and transportation. Overall financial data are presented in Part III, including a general fund budget for 1980-81 and a trend analysis of instructional costs, District-assessed property evaluations, and budget expenditures since 1964. Finally, Part IV examines affirmative action in the District's recruitment and hiring notices, and Part V discusses the news releases and mailings generated by the Office of Public Information. An executive summary of financial, instructional, and administrative highlights is included. (JP)

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CUESTA COLLEGE

SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

ANNUAL REPORT

to the

BOARD OF TRUSTEES

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School Year
1979-1980

Dr. Frank R. Martinez
President-Superintendent

JC 800 539

CUESTA COLLEGE

ANNUAL REPORT 1979-1980

The Annual Report to the Board of Trustees provides several functions. The report is an overview of the previous school year, highlighting significant events; it permits the compiling of the total college and district statistical information in one document; and serves as a historical record.

The superintendent's overview includes sections on:

1. The Board of Trustees
2. The Educational Program
3. Personnel
4. The Building Program
5. Finances
6. Miscellaneous Items

The report includes the following sections:

1. The Office of Educational Services
2. The Office of Student Services
3. The Office of Business Services
4. The Office of Personnel/Affirmative Action
5. The Office of Public Information

The entire college staff wishes to thank the Board of Trustees for their services to the district and their continued support of the total college program.

Respectfully submitted,

Frank R. Martinez

Frank R. Martinez
President-Superintendent

FRM/sc

10/13/80

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CUESTA COLLEGE

SUPERINTENDENT'S REPORT TO THE BOARD OF TRUSTEES

School Year 1979 - 1980

1. Board of Trustees

A. Membership

The membership of the Board of Trustees from December 1979 to the end of the 1979-80 school year (June 30, 1980) was as follows:

**Mrs. Ellen Harper, President (Elected December 10, 1979)
**Mr. Fred Righetti, Vice President (Elected December 10, 1979)
*Dr. B. R. Bryant
*Mr. Don Talley
**Mrs. Frances J. Reynolds

*Term of office to end as of December 1981.
**Elected in November 1979 to serve four-year terms.

Mr. Alvin E. Rhodes, who had served on the board since April 16, 1963, did not run for re-election and was replaced as of December 1979 by Mrs. Frances J. Reynolds.

Elected Positions:

Mrs. Ellen Harper - Liaison representative of the Community College Division, California School Boards Association (C.C.C.T.)

Mr. Fred Righetti - Board representative to the California C.C.J.C.A.

Mr. Fred Righetti - Representative to Annual Governing Board Representatives Meeting for Election of County Committee on School District Organization

Mrs. Frances J. Reynolds - Liaison representative to C.C.C.T. legislative network

B. Student Board Member

Ms. Ruth Mitchell served during the 1979-80 school year as the student board member.

C. Miscellaneous Board Actions

Significant board actions, because of their impact on the total operation of the college, taken during the 1979-80 school year included:

1. Decision to Build New Administration Building (8/13/79)
2. Updating and Rewriting of Board Policies
3. Study Reviewing College Programs and Services
4. Implementation of the Educational Services Reorganizational Plan
5. Adoption of Affirmative Action Plan with Goals and Timetables
6. Consideration of Goals and Priorities for the 1980-81 Budget
7. Board Approval of Additional Inter-Collegiate Sports
8. Expanding Off-Campus Centers Programs

2. Educational Program

A. Reorganization Plan Implemented

On July 1, 1979, the reorganization plan for the Office of Educational Services went into effect. The nine Divisions, Department of Human Development, and the Counseling Department were to be supervised by three Deans of Instruction who reported to the Vice President-Assistant Superintendent, Educational Services. The organization of three cluster areas were intended to provide for better communication, administrative support, flexibility, and greater efficiency.

An evaluation committee was organized consisting of the present and past faculty association presidents, a representative from the faculty at large, a division chairman, a department head, and a dean. This group completed an evaluation study by March 1, 1980, with fourteen recommendations. This report was to serve as an interim study or progress report in order to permit as much time as possible for the transition from the previous system to the new plan.

The fourteen recommendations were presented to the Board of Trustees for review. Those needing board approval were acted upon by the board to permit an implementation of the plan in the light of the suggested recommendations made by the Evaluation Committee. The plan will continue to be evaluated during 1980-81. Most of the recommendations were implemented to go into effect as of July 1, 1980.

B. Overview of Curriculum

In the 1979-80 catalog, there were 847 listed courses in 78 different curricula. The Curriculum Committee considered 103 curriculum items, recommending for adoption 37 new courses and deleting fifteen. There were 41 course changes approved. Following the 1979-80 programs/services review study and in keeping with the current philosophy of little program expansion at this time, only one new curriculum, "Learning Skills" was recommended during 1979-80.

3. Personnel

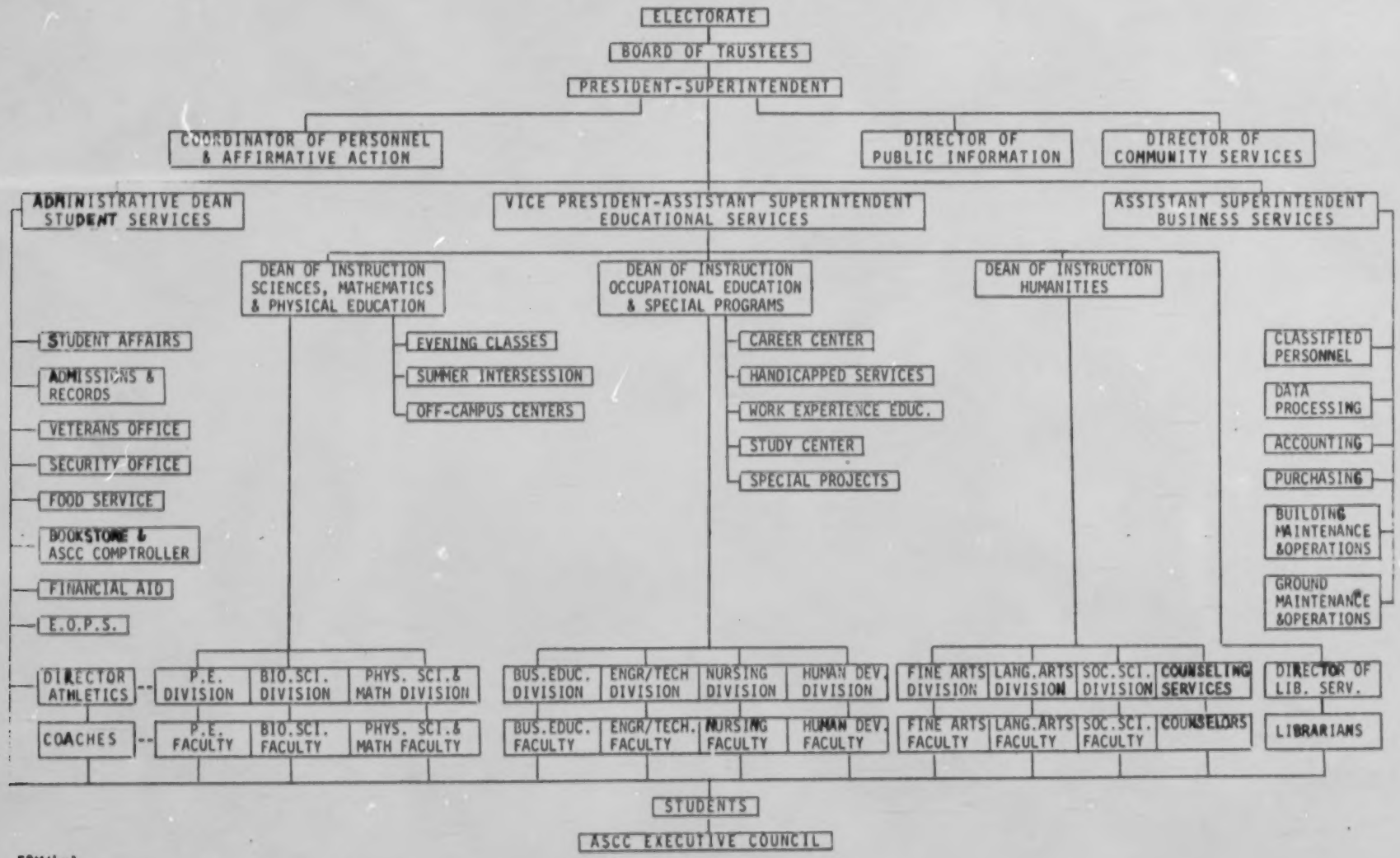
A. Administration

The administrative structure of the Office of Educational Services was changed to be effective with the beginning of the 1979-80 school year. Three deans were placed under the supervision of the Vice-President. The title of the Dean of Student Services was changed to Administrative Dean-Student Services. New titles to more adequately reflect newly-assigned duties and responsibilities were: Dean of Instruction, Humanities (formerly Associate Dean of Student Services); Dean of Instruction, Occupational Education and Special Programs; and Dean of Instruction, Sciences, Mathematics, and Physical Education (formerly Associate Dean of the Evening Division and Summer Session).

Following is the newly-adopted college organizational chart to be effective as of July 1, 1980:

SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT
CUESTA COLLEGE

Organization Chart -- 1980-81



FRM/ks1
Board Approval: 6/9/80

B. Certificated

There were no additional faculty employed for 1979-80.

On leaves of absence were:

Nick Vrajich - Personal
Regina DePue - Maternity Leave (Spring Semester)
Pat McKeague - Personal (Fall Semester)

Professional Growth Leaves:

Warren Balfour

Staff members not returning for the 1980-81 school year:

Edith Hall - Retired

The Faculty Association continued to represent the entire faculty as far as recognition by the board for possible collective bargaining purposes. The officers were:

President - Lonnie Belden
Vice President - Robert Pelfrey
Secretary - Gilbert Stork
Treasurer - Dwight Panter

C. Classified

The C.S.E.A., Chapter 418, was the officially recognized unit for classified employees. A contract was finalized and approved by both the district and the chapter on September 25, 1978. Officers of C.S.E.A. Chapter 418 were:

January 1979 to December 1979

President - Claudia Hayner
Vice President - Rex Gallagher
Secretary - Betty Carpenter
Treasurer - Marcia Munson
Recorder - Harold Schuchardt

January 1980 to December 1980

President - Claudia Hayner
Vice President - Rex Gallagher
Secretary - Marcia Munson
Treasurer - Pam Hunsaker
Recorder - Harold Schuchardt

4. Building Program

1979-80 witnessed the end of the construction program on campus except for the new administration building which was begun on September 12, 1979, and was accepted on September 22, 1980. The new building will permit the handicapped services program and the study center to occupy first floor vacated administrative office space in the library building, enabling the library to expand on the second floor. Moving to the new administration building were the Office of the President-Superintendent, Coordinator of Personnel/Affirmative Action, Director of Community Services, Director of Public Information, and the Office of Business Services.

Areas still housed on the old campus are the early childhood education and consumer homemaking classes, children's center, CETA offices, security office, engineering technology classes, warehouse, storage areas, the auditorium, the second stage theater (community services and fine arts usage), and storage areas for the archaeological society.

The following projects have been suggested for future construction consideration (not listed in priority):

1. Improve Energy Conservation (Air Conditioning and Heating Systems)
2. Various Partitions and Storage Areas
3. Development of 75 Acres
4. Underground Vault Improvements
5. Water Lines and Improvements
6. Additional Parking
7. Storage for Outdoor Facilities (Example: Swimming Pool and Others)
8. T.V. Communication Systems
9. Additional Landscaping
10. Art Gallery
11. Warehouse
12. Vocational Technology Additions (Third Increment)
13. Human Development Facilities
14. Road Improvement (Bridge - O'Connor Road)
15. Auditorium

5. Finances

Following the passage of Proposition 13 by the voters of the State of California on June 6, 1978, greater financial restrictions were placed on the local school districts by the state legislature. Not only was lesser funding available but pending legislation and the passage of Proposition 4 in November 1979 kept local boards from being able to determine local financial futures. The local school district now does not know until after the passage of the state budget the funding it may expect for the financial operation of the district.

In September 1979, the board approved a 6.52% salary raise and $19 fringe benefit to be given to certificated employees according to the board policy formula. Classified unit members were granted a 5.0% salary increase and $222 increase in fringe benefits. Classified supervisors were granted a 6.52% salary increase and $19 increase in fringe benefits. The board also approved a request to study salary placement for classified supervisors. Confidential employees were placed on the same salary schedule as the classified unit (varying increases averaging somewhat above 6.3%) and $19 increase in fringe benefits. Confidential employees were also granted an additional compensation of $50 per month. The total fringe benefit package of $1,760 per year was the same for both certificated and classified employees.

The following statistics review the 1979-80 fiscal year:

General Operations Budget		$ 8,305,915
Assessed Valuation (1979-80)		$ 1,051,380,713
Beginning Balance 7/1/79		$ 1,032,211
Ending Balance 6/30/80		$ 953,245
Bonding Tax Rate		$ .06
General Operation Tax Rate)	Prorata of 1%.	
Total Tax Rate)		
ADA		3,062
Expense of Education per ADA		$ 1,884
Increase in Expense of Education		$ 31
Assessed Valuation per ADA		$ 343,364
Increase in Assessed Valuation per ADA		$ 36,146

6. Miscellaneous Items

A. Review of College Programs/Services

To evaluate programs and services, a schedule of completion dates was established, and a committee of eighteen individuals representing every program and service on campus studied the total college programs. A report was presented to the Board of Trustees, which included recommendation for implementation and a list of twelve areas which were considered critical for future study and evaluation.

B. Board Policies

For the first time since their original writing, all board policies were reviewed, updated, and presented to the Board of Trustees for final approval. The newly-written policies will be ready for distribution by November 1980.

C. Affirmative Action Plan, Goals, and Timetables

The existing district Affirmative Action Plan was reviewed, updated, and approved with goals and timetables on February 25, 1980. This action was taken as a result of a directive from the Chancellor's office. Community input and participation was involved when several groups indicated to the board their concerns regarding the college Affirmative Action Plan. As a result of the participation from the various interested groups, a stronger plan and much goodwill toward Cuesta College was gained in the adoption of the final plan, goals, and timetables.

D. Intercollegiate Sports

The Board of Trustees approved and recommended that the following sports be organized as soon as possible during the 1979-80 school year: Men's Water Polo, Women's Basketball and Women's Softball. The Men's Water Polo Team and the Women's Softball Team were organized with the Women's Basketball Team to be started during the 1980 fall semester. Special efforts were made and cooperative action was received from community groups for the development of a softball field.

Special consideration and planning was also given to the repair of the track and field facilities. A study indicated that repair to the track would involve an expenditure of from $100,000 to $140,000. The board decided to wait until the 1980 fall semester to determine whether or not sufficient funding would be available to go ahead with the repair of the track.

A state-wide plan by the Athletic Commission of the California Community and Junior College Association to reorganize the various participating community colleges resulted in Cuesta College being assigned to the Coast Conference for 1980-81.

E. Conservation of Energy

Several reports were given to the Board of Trustees during 1979-80 indicating measures being taken to conserve energy and to improve the efficiency of the operation of the campus. A savings of over $18,000 was estimated by the college to have been made by the decrease of more than one third in the use of natural gas and ten percent in the electrical energy over the same period the previous year. This was accomplished in spite of rate increases over the same period of time by the utility companies. Measures used were low-energy light fixtures, decreased illumination, reduction in heating and air conditioning, installation of water flow restrictors, and improved control over hot-water circulation pumps. Energy audits are to be conducted on several buildings with the report to be made to the Board of Trustees during the 1980-81 school year.

F. Employment of Legal Services

The district entered into a special agreement with other school districts in the county and in Kern County for special legal services. These services were determined necessary due to the decrease of legal support from the County Counsel's Office. Based on a charge per ADA, the Schools' Legal Services Office, based in the County Superintendent's Office in Kern County, was employed and has served very satisfactorily in several instances requiring legal advice. These services are in addition to the retaining of Bruce Julian & Associates for collective bargaining purposes.

G. Off-Campus Centers

The Board of Trustees requested that the administration consider expanding services, programs, and classes in the existing off-campus centers at Arroyo Grande High School and Templeton High School. Special agreements were reached with the two participating unified school districts, and special personnel were hired to offer additional services and information. Several classes were added to the instructional program at the two centers.

An evaluation will be made during the 1980-81 school year to determine what additional programs and services may be offered in the light of the increased use of facilities in these off-campus centers.

H. California Community College Week

Cuesta College participated in a special observation of the community college during the week of February 16-23, 1980. Special resolutions by the State Legislature, the Governor's Office, the County Board of Supervisors, the County Board of Education, and the Cuesta College Board of Trustees were publicized to inform the constituents of the college district of the services and programs that Cuesta College offered as a California public community college.

I. Learning Skills Program

The Board of Trustees approved a plan to coordinate several events which had previously been offered on an individual basis to provide a learning skills program. An emphasis will be given to assist the student in the use of reading, writing, speaking, and mathematics. This proposed program will be enhanced by the facilities to be developed on the first floor of the Library Administration Building when the Handicapped Center and the Study Center are moved downstairs and work in conjunction with the reading program presently situated in that area.

J. Evaluation of Instruction

During 1979-80, the Board of Trustees requested that special consideration be given to the evaluation of instruction. A special study was conducted which included in the total evaluation of instruction the following:

a. Evaluation by the instructor.
b. Student evaluation.
c. Peer evaluation.
d. Administrative evaluation.

A progress report is being prepared to be presented to the board during the 1980-81 school year.

K. Board Management Evaluative Meetings

An evaluative workshop was held on April 26, 1980, in a morning through noon session at the Golden Tee in Morro Bay with Dr. Mary Lou Zoglin from the California Community and Junior College Association office, the Board of Trustees, the President-Superintendent, and two Assistant Superintendents. The evaluative discussions included the relationship of the Board of Trustees and the administration, policy making responsibilities, implementation of board policies, and decision making. The board also held an evaluative meeting with the President-Superintendent on Friday evening, May 2, 1980. An analysis and evaluation of these meetings concluded that they were most beneficial from the standpoint of providing better communication and understanding between the board and the administration for the total operation of the college.

L. Gifts to the College

1. Donations for scholarships, grants, etc.:

$300 - Miss Alberta Hurst (support of "Portraits In Music" series by Community Services Program)
$2,400 - International Business Machines Corporation Grant
$6,000 - Baywood Park Women's Club

2. Various Books, Magazines, Pamphlets, and Subscriptions

3. Inorganic and Organic Chemicals & Miscellaneous Laboratory Glassware
8 Sewing Machines and 4 Sewing Cabinets
1969 Buick Stationwagon
Miscellaneous Electronic Equipment
57 Cattleya Hybrid Orchids
Miscellaneous Solid State Electronic Devices
F-8 Microprocessor Evaluation Kit
Barzilay Stereo Equipment Cabinet
Miscellaneous Electrical and Electronic Materials

M. Class Enrollments and Completion Summaries

The following chart summarizes specific beginning enrollment, numbers of classes, and statistics on classes completed (including percentages) as requested by the Board of Trustees as an important statistic to be included in an annual report. Complete grade statistics for individual divisions or classes are available in the office of Student Services.

CLASS ATTRITION

	Beginning Enrollment	Number of Initial Class Enrollments	Number of Final Class Enrollments	Percent of Class Enrollment Retention
Day F-78	2,903	10,569	7,828	74.1
Evening F-78	2,551	3,702	2,159	58.3
Day S-79	2,962	10,478	7,659	73.1
Evening S-79	3,381	4,789	2,826	59.0
Day F-79	3,100	11,311	8,306	73.4
Evening F-79	2,655	3,991	2,284	57.2
Day S-80	3,118	11,272	8,431	74.8
Evening S-80	3,162	4,747	2,838	59.8

OFFICE OF EDUCATIONAL SERVICES

The 1979-80 annual report for the Office of Educational Services consists of the following areas:

I. Curriculum

II. Evening Division and Summer Intersession

III. Library Learning Center

IV. Occupational Education and Special Programs

V. Personnel

VI. Handicapped Student Services

VII. Counseling and Guidance

VIII. Community Services

I. CURRICULUM

A. CURRICULUM CONSIDERATIONS

The following action was taken by the Curriculum Committee with subsequent review and approval by the Executive Council, the Board of Trustees, and the Chancellor's Office:

	77-78	78-79	79-80
1. Total Curricular Considerations	117	67	103
2. New Curricula Adopted	0	0	0
3. New Courses Approved	32	17	37
4. Courses Changes Approved	47	47	41
5. Courses Tabled or Withdrawn	3	2	7
6. Courses Deleted	33	8	15
7. New Courses Not Approved	2	2	0
8. Course Changes Not Approved	0	2	1
9. Course Changes Reinstated	0	1	2

Program of Special Courses has continued during the 1979-80 school year as follows:

	Courses Offered	Students Enrolled
1. Directed Studies	80	129
2. Independent Studies	12	205
3. Special Studies	39	591

B. CURRICULAR STATISTICS	Transfer	Vocational	Either*	Neither**	Total
1. Curricula in 1979-80 Catalog	37	7	33	1	78
2. Courses in 1979-80 Catalog	458	96	267	26	847

*Example: Banking and Finance, Early Childhood Education

**Example: Reading

There is a difference of one in the number of curricula due to the discontinuance of Vocational Nursing.

II. EVENING DIVISION AND SUMMER INTERSESSION

A. ENROLLMENT DATA

1. Enrollment by Semester:

Semester	Enrollment			Day in	Class Registration		Av. Class Size	Withdrawal
	Male	Female	Total	Eve	1st. Census	2nd. Census	First Census	Rate
Fall 1979	1171	1484	*2655	663	3892	2970	33.0	43.0
Spring 1980	1479	1683	*3162	739	4691	3859	33.5	40.0
Summer 1890	466	594	1060	---	1386	----	33.8	27.0

*Includes day students enrolled in evening classes.

2. Analysis of Enrollment: Residence of Students

	South County		Central County		North Coast		North County		Out of Dist.		Out of State & Foreign	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Fall 1979	443	16.7	1245	46.9	354	13.3	551	20.8	10	.4	52	2.0
Spring 1980	567	18.0	1494	47.2	394	12.5	642	20.3	13	.4	50	1.6
Summer 1980	149	14.1	725	68.4	41	3.9	116	10.9	2	.2	27	2.5

B. FACULTY

1. Regular Employer of Part-Time Instructors

Semester	Cuesta College	Other School Districts	4-Year Colleges	Trade, Indus. Professionals	Totals
Fall 1979	*45	5	1	49	100
Spring 1980	**44	8	4	56	112
Summer 1980	30	0	1	6	37

Full-time Equivalent Teachers: 26 (to nearest F.T.E.)
*Non-teaching Cuesta Staff - 5
**Non-teaching Cuesta Staff - 7

C. SCOPE OF PROGRAM

1. Courses offered for the first time:

NUMBER	NAME
	FALL 1979
Microbiology 1	General Bacteriology
Construction Technology 58B	Uniform Electrical Codes
Home Economics 80	Interior Design
Medical Assistant 4B	Clinical Procedures
Swimming 32AB	Advanced Swimming
	SPRING 1980
Construction Technology 58C	Uniform Plumbing Codes
Fire Science 51	Sp.Studies: Wilderness Fire Suppression
Fine Arts 30	Camera Art
Medical Assistant 5	Clinical Lab Procedures
Medical Assistant 6	Practicum
Aquatics 36A	Water Safety Instruction
Library Technology 1	How to find Information
Library Technology 3	Library Circulatory Systems
Library Technology 4A	Catalcging
Library Technology 6	Audio Visual Equipment
	SUMMER 1980
Secretarial 51	Sp. Studies: Speed & Accuracy Typewriting
Construction Technology 51	Application of Solar Energy Systems

2. Number of Classes at Each Attendance Center:

	FALL 1979		SPRING 1980		SUMMER 1980	
LOCATION	Completed	Cancelled	Completed	Cancelled	Completed	Cancelled
Arroyo Grande H.S.	7	0	10	1	-	-
Cuesta College	103	0	127	5	42	0
Templeton H.S.	14	0	13	0	-	-
TOTALS	124	0	150	6	42	0

3. Number of Classes by Academic Division:

	FALL 1979		SPRING 1980		SUMMER 1980	
Division	Completed	Cancelled	Completed	Cancelled	Completed	Cancelled
Biological Science	3	0	3	0	2	-
Business Education	17	0	21	0	5	-
Engineering & Tech.	19	0	22	0	3	-
Fine Arts	13	0	16	0	4	-
Human Development	9	0	8	3	2	-
Language Arts	15	0	18	1	8	-
Nursing	5	0	6	1	-	-
Physical Education	15	0	17	0	5	-
Physical Science,Math.	10	0	12	0	5	-
Social Science	18	0	27	1	8	-
TOTALS	124	0	150	6	42	0

III. LIBRARY LEARNING CENTER

A. WEEKEND HOURS REINSTATED

The Associated Students provided the monies for a librarian and a student helper to work Saturdays and Sundays from 12:00 p.m. to 5:00 p.m. Response by students and community has been good with an average of 164 people per weekend using the facility. This compares with an average of 180 people daily during evening hours (5:00 p.m. - 9:00 p.m.) and 1,229 people daily during day hours (7:30 a.m. - 5:00 p.m.)

B. SERIES OF OPEN HOUSES

Throughout the year 84 people from various college areas, including Associated Students, Trustees, faculty, office staff and administrators came to the library to learn about key reference works, periodicals, library instruction, independent studies, collection development, special services, and to share ideas with the librarians.

C. VIDEO-TAPE PRODUCTIONS

Media Services has produced 20 minute video-tapes for the automotive technology program and the fine arts division. The programs are used primarily by the college counselors to demonstrate to local high school students and community groups course and career opportunities available at Cuesta College.

D. INDEPENDENT STUDIES

Through the special efforts of the learning center librarian, three additional courses were offered, enrollment and retention increased, and the program was brought into full compliance with college policies and the regulations of the Community College Chancellor's Office. The library coordinates registration and promotion and provides consultation as students work through the course materials with the campus instructor certificated to teach the subject.

E. LIBRARY COORDINATION WITH ENGLISH 1A COMPOSITION

The language arts division has agreed to use a specially written workbook to teach the library skills section of this course. The workbook is designed to acquaint the students with facilities and resources through hands-on experiences in the Cuesta Library.

F. COLLEGE RECRUITMENT COMMERCIALS

A 60 second television commercial produced by Media Services was aired on KSBY Channel 6 just prior to fall registration. It presented registration information and highlights of the campus and college programs. Two other presentations of similar professional quality are in preparation for the next registration period by the media production specialist and the broadcast technician.

G. MAJOR PROJECTS OF AUDIO-VISUAL MAINTENANCE

Eight projects were completed for the physical education, fine arts, human development and social sciences divisions, and the college administration in addition to the daily repair jobs, the annual preventative maintenance of college audio-visual equipment, audio-visual equipment set-ups, operation and training for instructors, the receiving and checking out of new audio-visual equipment, and specialized consultative assistance. Fourteen other major projects have been requested and will be completed as soon as possible.

H. FIRST FLEA MARKET

On April 19 seven to eight thousand people came to the campus for bargains and entertainment. While on campus they also had an opportunity to learn about college courses and programs, visit the library and enjoy a beautiful day surrounded by the fine facilities of the college. More than 600 toured the library, 40 resident cards were issued, and 47 books checked out. The new proceeds of $2,600 will be used to purchase books and other library materials.

I. FILM USAGE BY CLASSROOM INSTRUCTORS

Media Services researches sources to obtain the lowest possible rental fees, coordinates college-wide film bookings to obtain maximum showings for one fee, and publicizes free-loan films of possible value to individual instructors.

J. BOOKS RECEIVED FROM SAN LUIS OBISPO CITY/COUNTY LIBRARY

Eight hundred titles included basic volumes of literature, philosophy, art, history, and biography that were not already part of the collection and are excellent additions to the Cuesta Library collection. This brings the total books received from this source to 1,500.

K. EQUIPMENT IDENTIFICATION

The goal to label all college audio-visual equipment permanently and visibly with identification stencil paint and engraving was achieved.

L. LIBRARY RESOURCES OF THE CARING PROJECT

The $85,000 gift includes monies to establish a model resource center to support the project. Work with the nursing division has begun to determine the scope and organization of the collection.

M. SHORT COURSE INSTRUCTORS USE OF LIBRARY RESOURCES AND SERVICES

Information guides were compiled for the short classes: Your Income Tax, Holistic Health, Meditation, Home Building, Nutrition for Health Professionals, and Successful Living with Diabetes.

N. INTERCOM SYSTEM INSTALLED IN SOCIAL SCIENCES CLASSROOMS

Instructors in these rooms can conveniently relay any necessary instruction or problems connected with centralized distribution of video programs to the library staff without leaving the classroom.

O. CONSULTATIVE ASSISTANCE TO THE COMMUNITY

The most frequent requests come from agencies and associations needing advice on how to effectively organize materials collected. One of our librarians visits the site whenever possible and spends about two hours outlining procedures.

O. CONSULTATIVE ASSISTANCE TO THE COMMUNITY -- cont.

In addition, this year time was spent with the Human Relations Commissions, and the San Luis Obispo Chamber of Commerce on how to add useful subject indexes to their directories. There are also frequent telephone requests for recommendations for journals, reference books, audio-visual equipment and materials.

P. HEALTH SCIENCES INFORMATION CONSORTIUM

Thirteen institutions including hospitals, health departments, and libraries have formed the Coastal Health Library Information Consortium under the leadership of our library director. The purpose of the consortium is to increase access to books, journals, and audio-visual materials for physicians, nurses, allied health workers, pharmacists, psychologists, and other health professionals. A grant proposal to fund the Consortium was submitted to the National Library of Medicine on March 1. The grant review process is approximately six months.

LIBRARY STATISTICS 1975/76 - 1979/80

		1975/76	1976/77	1977/78	1978/79	1979/80
1.	Books (volumes)	30,312	31,336	33,519	33,211	35,701
2.	Books added (volumes)	2,372	2,542	4,599	1,539	2,932
	a. With library budget	---	---	4,288	973	741
	b. Other funds/gifts	---	---	311	566	2,191
3.	Books lost (volumes)					
	a. Missing at inventory	488	432	446	376	159
	b. Checked out, not returned	288	270	176	153	213
4.	Books withdrawn	2,716	1,995	2,529	1,933	769
5.	New books cost (U.S. average for hardcover)	$16.19	$17.39	$19.22	$20.10	$20.53
6.	Library book budget	$34,221	$25,018	$27,216	$ 6,000	$14,503
7.	Periodical subscriptions (titles)	399	398	463	348	304
8.	Average price per subscription title (U.S. average)	$19.94	$22.50	$24.59	$27.58	$30.37
9.	Library periodicals budget	$6,845	$8,000	$8,000	$5,000	$5,000
10.	Audiovisual materials (titles)	N/A	N/A	458	532	613
11.	Media productions (unit/hours)	N/A	N/A	N/A	634	1,155
12.	Films used by faculty	985	1,036	1,198	921	1,055
13.	Audiovisual equipment repair (job orders)	N/A	398	438	532	661
14.	Audiovisual equipment loaned (units)	N/A	326	771	1,295	1,076
15.	Library hours per week (school year)	66	67	76	63	73
16.	People using library (turnstile count)	152,942	193,696	241,592	216,158	252,968
17.	Library staff	12.00	12.63	13.35	12.45	12.83
	a. Certificated (FTE)	3.00	3.13	3.35	3.20	3.33
	b. Classified (FTE)	9.00	9.50	10.00	9.25	9.50
	c. Student help (hours)	10,820	10,040	9,036	5,366	3,278
18.	Enrollment (head count fall semester)	5,401	5,099	5,263	4,569	5,048

IV. OCCUPATIONAL EDUCATION AND SPECIAL PROGRAMS

A. GENERAL OVERVIEW

With the implementation of the reorganization plan, the Dean of Instruction for Occupational Education and Special Programs has the responsibility of administering the operation of four divisions and three service areas, plus special projects and vocational education grants, which the college receives during an academic year.

For the sake of brevity and clarity, the various activities of the Office of Occupational Education during the 1979-1980 fiscal year will be done in outline form.

1. A continued effort was made to acquire equipment for the Engineering and Technology Division through the loan agreement with the Federal Defense Logistics Agency.
2. A proposal was written and submitted to the Department of Health, Education and Welfare in an effort to acquire an additional 75 acres of land made available through the Governmental Services Agency. No official word on the outcome of this proposal has been received as of this date.
3. Contracted instruction was offered through the following agencies: California Department of Forestry, California State Department of Education (Current Issues in Child Nutrition), Atascadero State Hospital, National Endowment for Humanities and the United States Department of Energy (Energy and the Way We Live Forums), Child Care Resource Center (Day Care Training Seminars), National Child Development Associate Consortium, Foster Parent Orientation Program (still pending).

4. Initial steps were taken to develop a Word Processing Training Program for the Business Education Division.
5. Public Service Employment Program of the Comprehensive Employment and Training Act (CETA) supplied two custodians, two groundskeepers, and one lifeguard. Salaries and benefits for these individuals were paid for through CETA.
6. The Senior Community Service Employment Program (SCSEP) supplied four individuals who worked in the following areas: Library, Caring and Sharing Program, and Educational Services. Salaries for these individuals were totally paid for by the Project.
7. Plan for Renewal in Occupational Programs (PROP) allowed four faculty members to visit other colleges to gain ideas and information that could be used on our campus in the development and/or updating of existing vocational education programs.
8. The Automotive Technology Department developed a 22 minute video presentation of the Automotive Technology Program at Cuesta College.
9. The Occupational Education Office assisted in the development of the California Arts Council Grant received by Cuesta College to help support our art gallery.
10. The Occupational Education Office developed a project which allowed a counselor to be hired to work with "displaced homemakers" and services for women.
11. During the 1980 Spring Semester, a referral counselor was hired to implement a student referral system which was to assist those vocational education students having difficulty achieving in the normal class setting. This person assessed the students' needs and made referrals to proper student service or county agencies.
12. A Community College Plan to Achieve Gender Equity (CC-PAGE) Project funded through the California Community Colleges Chancellor was managed

by the Office of Occupational Education as it assessed our compliance regarding the elimination of sex bias, sex stereotyping and sex discrimination in occupational education.

13. The Caring and Sharing Program was again offered through the Consumer Homemaking Education Department and administered by the Office of Occupational Education. Approximately 3,000 individuals have participated in this program during this fiscal year.
14. A California Community College Occupational Program Evaluation and Reporting System (COPES) self-evaluation survey was administered by Occupational Education who submitted the result to the Chancellor's Office.
15. The Occupational Education Office was actively involved in the California Worksite Education and Training Act (CWETA) administered through the Employment Development Department.
16. Projects funded by the Comprehensive Employment and Training Act (CETA) were managed by the Occupational Education Office.
17. Planned activities covering the 1979-1980 fiscal year under the Vocational Education Act (VEA) were managed by the Occupational Education Office.
18. During the 1979-1980 fiscal year, Cuesta College held 17 meetings with the college's advisory committees. There are currently 157 members serving in this advisory capacity. A complete list of membership can be found on page 28 of the 1980-1981 Cuesta College Catalog.

Detailed reports on the above projects are on file in the Office of Occupational Education.

OUTSIDE DISTRICT FUNDING SOURCES
FY 1979-80

PROGRAM		ENTITLEMENT
VEA SUBPART 2		$131,410
Basic Entitlement	$73,642	
Disadvantaged	24,653	
Limited-English Speaking	1,206	
Handicapped	16,088	
Programs for Displaced Homemakers	5,000	
Support Services for Women	3,500	
Sex Equity Augmentation	2,071	
Administration	5,250	
VEA SUBPART 3		14,260
Vocational Guidance and Counseling	5,337	
Vocational Education Personnel Training	1,600	
Sex Bias and Sex Stereotyping	2,206	
Disadvantaged Students	3,411	
Handicapped Students	1,706	
VEA SUBPART 5		6,839
Postsecondary Instruction	550	
Economically Depressed Areas	6,289	
COMPREHENSIVE EMPLOYMENT AND TRAINING ACT		142,703
Various Occupations Program	70,959	
CETA Allowances	71,744	
SPECIAL PROGRAMS		15,396
National Issues Forum (Energy and the Way We Live)	2,765	
Caring and Sharing Program Donations	1,246	
Childcare Resorce Center Project (Day Care Training Seminars)	1,553	
Current Issues in Child Nutrition	1,980	
National Child Development Associate Consortium (CDA)	1,152	
California Arts Council	6,700	
TOTAL OUTSIDE DISTRICT FUNDING		$310,608

Past year's totals for Outside District Funding Sources are listed below:

1971-72	1972-73	1973-74	1974-75	1975-76	1976-77	1977-78	1978-79
$92,181	$106,932	$136,193	$168,095	$179,754	$254,790	$306,841	$316,405

V. PERSONNEL

A. CERTIFICATED STAFF

At the end of 1979-80, Cuesta College had 92 full-time certificated personnel (85 staff members and 7 administrators). There was an equivalency of 114.58 full-time teaching equivalents which included 35.66 FTE employed on a part-time day and evening basis. Staff members provided the following services: counseling, director of nursing programs, coordinator and counselor for the handicapped student services program, work experience coordinator, library services, and student activities supervision. One staff member was granted tenure for the 1980-81 school year (Terry Bowen).

An indication of the lack of employment of new full-time personnel is the fact that only one individual does not have tenure or regular status (Malcolm MacDonald).

B. MISCELLANEOUS INFORMATION

1. New faculty or positions filled for 1979-80:

   Malcolm MacDonald

2. Staff not returning from 1979-80:

   Edith Hall - Retired

3. Staff on Extended Professional Growth Leave (Option 2):

   Warren Balfour

4. Staff Leaves of Absence

   Pat McKeague - Fall Semester 1979
   Nick Vrajich - Fall and Spring Semesters 1979-1980
   Regina DePue - Spring Semester 1980

5. Division Load Statistics:

DIVISION/DEPARTMENT	Total WSCH	Fall 1979 FTE Faculty (Day)	Average WSCH Per Faculty
Biological Sciences	3,362	4.27	787
Business Education	3,271	5.66	573
Engineering and Technology	3,817	10.37	368
Fine Arts	3,661	7.57	484
Human Development	1,768	3.01	587
Language Arts	5,788	12.28	471
Nursing	1,512	7.55	200
Physical Education	4,612	8.31	555
Physical Sciences and Math	5,790	9.38	617
Social Sciences	6,791	10.52	646
T O T A L	40,372	78.92	512

NOTE: Figures are taken from Computer Center Printout and do not include Psychiatric Technician Program.

6. Weekly Student Contact Hours and Faculty FTE (Fall Semester):

	1965	1966	1967	1968	1969	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979
FTE (Day) FACULTY	28.7	39.6	47.4	50.2	50.2	50.2	57.8	65.98	75.80	80.10	84.58	87.64	82.91	75.49	78.92
WEEKLY DAY STUDENT CONTACT HOURS	11,153	14,501	19.862	22,404	23 296	29,046	30,150	29,598	32,556	36.489	41,147	41,671 **	42,344 ***	38,044	40,372
AVERAGE W.S.C.H. PER F.T.E.	389	366	419	446	464	579	522	449	430	456	486	**476	511	504	512
STUDENT ENROLLMENT	917	1,137	1,363	1,612	1,708	1,989	2,157	2,047	2,226	2,471	3,343	3,200	3,182	2,958	3,186
TEACHER/ STUDENT RATIO	32.0	28.7	29.4	32.1	34.0	39.6	37.3	31.0	29.4	30.9	39.5	36.5	38.4	39.2	40.4

7. Educational Preparation of Staff (Highest Degree Held):

	1975-76		1976-77		1977-78		1978-79		1979-80	
DOCTOR	9	10.2%	11	11.8%	10	10.9%	10	10.9%	10	10.8%
MASTER	68	77.3%	69	74.2%	73	78.3%	73	78.3%	75	81.5%
BACHELOR	7	8.0%	10	10.8%	8	8.7%	8	8.7%	5	5.4%
ASSOCIATE	4	4.5%	3	3.2%	2	2.1%	2	2.1%	2	2.2%
TOTALS	88	100.0%	93	100.0%	93	100.0%	93	100.0%	92	100.0%

VI. HANDICAPPED STUDENT SERVICES

Handicapped Student Services provided services and/or instruction to 165 disabled students during the 1979-80 academic year. The students served and their disabilities are shown as follows:

PHYSICALLY DISABLED		86
Mobility	62	
Visual	6	
Other Health	18	
COMMUNICATIVELY DISABLED		14
Hearing	4	
Speech	10	
LEARNING DISABLED		65
Average	50	
Limited	15	
TOTAL SERVED		165

In addition to the traditional services such as registration assistance, mobility assistance, readers, notetakers, and specialized tutoring and equipment, Handicapped Student Services has implemented the Adapted Aquatics Program (PE 37 Adapted Aquatics and PE Tutor 12 Tutor Training: Adapted Aquatics) and is pleased with the enthusiasm of the participants. Enrollment figures were 9 for Fall 1979 and 21 for Spring 1980.

The following courses previously taught under Special Studies 51 have been approved by the Curriculum Committee and will be taught as part of the new Learning Skills Program.

Learning Skills 50: Practicum: Tutoring in Learning Skills
Learning Skills 52: Perceptual Skills Development
Learning Skills 56: Speech Therapy Lab

Plans have been approved for relocation of Handicapped Student Services from the second floor of the Library Learning Center to the former Business Offices location, which will provide more accessible services.

VII. COUNSELING AND GUIDANCE

A. PERSONAL COUNSELING AND ACADEMIC ADVISEMENT

The backbone of any counseling department is personal counseling and academic advisement. A review of the individual counseling appointments for the past year indicates that academic advisement continues to occupy the majority of the counselor's scheduled appointment time. Following is a summary of the scheduled counseling appointments for the 1979-80 school year compared to the 1978-79 school year:

	1978-79	1979-80
Total number of scheduled counseling appointments	2,427	3,111
Percent of the scheduled appointments devoted to academic advisement	78%	70%
Percent of scheduled appointments devoted to personal counseling	22%	30%
Total number of walk ins	2,045	2,443
Percent of walk-ins devoted to academic advisement	92%	96%
Percent of walk-ins devoted to personal counseling	8%	4%

B. COUNSELING ACTIVITIES: SUMMER INTERSESSION 1979*

Number of scheduled individuals counseling appointments.	595 (609)
Number of students seen in groups.	436 (496)
Total number of students scheduled in counseling appointments.	1,031 (1,105)
Percent of scheduled appointments devoted to academic advisement.	56% (97%)
Percent of scheduled appointments devoted to personal advisement.	2% (3%)
Percent of students seen in groups.	42% (42%)

The above statistics include scheduled appointments only. Statistics on walk-ins are not available.

*1978 Summer Intersession statistics are in parentheses for comparison.

C. REGISTRATION 1979-1980

	Fall 1979	Spring 1980
DAY ENROLLMENT		
Number of students preregistered (Required of day students only)	4,071 *(3,701)	3,342 *(3,137)
Number of students registering during the regular registration period (2 days)	2,746 *(2,553)	2,578 *(2,457)
Number of students registering during the late registration period (5 days)	440 *(405)	540 *(565)
Total number of day students enrolled:	3,186 *(2,958)	3,118 *(3,022)
EVENING ENROLLMENT		
Mail Registration	1,072 *(None)	1,430 *(1,292)
Number of students registering during the regular registration (1 evening)	456 *(1,031)	547 *(454)
Number of students registering during late registration (12 evenings)	464 *(1,585)	446 *(1,710)
Total number of evening students enrolled:	2,655 *(2,616)	3,162 *(3,456)

*Figures in parentheses are for the 1978-79 school year.

D. REASONS GIVEN FOR WITHDRAWAL BY STUDENTS COMPLETING WITHDRAWAL FORMS

Reason for Withdrawal	Fall 1979 Day	Fall 1979 Evening	Fall 1979 Total	Spring 1980 Day	Spring 1980 Evening	Spring 1980 Total
Family Problems	2	1	3	2	1	3
Illness	23	1	24	16	2	18
Lack of Interest	10	0	10	4	3	7
Leaving Area	44	4	48	32	3	35
Marriage	4	2	6	2	0	2
Military	4	0	4	3	0	3
Personal Problems	49	0	49	30	5	35
Transfer	15	1	16	11	1	12
Work	80	12	92	73	14	87
All Classes Closed	4	0	4	2	0	2
Lack of Time	7	2	9	5	3	8
Lack of Funds	10	0	10	3	1	4
Conflicting Schedule	6	1	7	2	5	7
Couldn't Finish Class	1	0	1	0	0	0
Accident	0	0	0	0	1	1
Illness in Family	0	0	0	0	0	0
No Babysitter	1	1	2	0	0	0
Class not what student expected	4	0	4	1	0	1
Personality conflict	0	0	0	0	0	0
Class didn't transfer	0	0	0	0	0	0
No Transportation	3	3	6	1	0	1
Business Interference	1	0	1	0	0	0
Family Emergency	1	0	1	0	0	0
Administrative Drop	1	0	1	0	0	0
Got Behind in Class	0	0	0	2	0	2
Class too advanced	2	0	2	1	1	2
Deceased	0	0	0	0	0	0
Taken Course Before	0	0	0	0	0	0
Unqualified Instructor	0	0	0	0	0	0
Pregnancy	4	0	4	3	0	3
No Reason Given	30	20	50	14	21	35
TOTALS	306	48	354	206	61	267

E. NURSING APPLICATIONS

The Counseling Office has an important role in the processing of applications for the R.N. Program. Following is a summary of the applications processed for the class commencing Fall 1980:

Number of applications processed	139
Number of applicants interviewed	62
Number of applicants referred to the Selection Committee	61
Number of applicants selected	36

F. CERTIFICATES OF PROFICIENCY

A total of 85 Certificates of Proficiency were issued, with the largest numbers being for Administration of Justice (6), Secretarial (6), Psychiatric Technician Training (5), and Library Technician (4).

G. COMMENCEMENT

Number of students applying for and completing graduation requirements	457
Number of students attending commencement	82

H. DESIGNATED DEGREES

A total of 79 Designated Degrees were issued in 17 different academic areas. The largest numbers were in Registered Nursing (28), Early Childhood Education (10), Administration of Justice (7), and Automotive Technology (6).

I. GRADE SUMMARY OF TRANSFER STUDENTS

Following is a summary of the current grade point averages of Cuesta students now attending the California State College and University System compared with the GPA attained at Cuesta:

STATE UNIVERSITY	NUMBER STUDENTS	CURRENT G.P.A.	G.P.A. at CUESTA	DIFFERENTIAL
Bakersfield	11	2.60	2.52	+.08
Fresno	4	2.89	2.76	+.13
Fullerton	5	2.96	2.90	+.06
Hayward	3	2.61	2.53	+.08
Humboldt	5	2.75	2.83	-.08
Long Beach	8	2.82	2.79	+.03
Los Angeles	7	3.00	2.82	+.18
Sacramento	3	2.79	2.88	-.09
San Diego	27	2.58	2.28	+.30
San Francisco	11	3.06	2.94	+.12
San Jose	12	2.73	2.58	+.15
Stanislaus	5	2.86	2.82	+.04
TOTALS:				
12 schools	101 students	2.80	2.72	+.08

J. CAREER PLACEMENT CENTER

Students seeking career information, interest testing, job placement and work experience education made the Career/Placement Center a place of brisk activity during the 1979-1980. The valued participation of the representative from the State of California Employment Development Department continued during this period. The economic tightening and energy crisis during Spring 1980, reduced the number of job openings. However a greater number of students seeking employment meant that a higher percentage of openings were filled than in previous semesters. The total placement of 426 students surpassed last year's figures.

K. CHALUI REFERRAL PROGRAM (Counselor Health Attendance Language Underachiever Instructional)

During the Spring 1980 semester the CHALUI Referral Program was developed to help meet the needs of disadvantaged vocational students. A total of 57 students met with the Referral counselor. Of these, 16 were found to be disadvantaged and were referred to appropriate campus or community services.

L. WOMEN'S RE-ENTRY PROGRAM (WINGS)

During the Spring 1980 semester a counselor was hired for twenty-four (24) hours per week with VEA, Title II funds to assist displaced homemakers and re-entry students. Following is a summary of activities for the Women's Re-entry Program for the 1979-80 school year:

1. Developed a Re-entry room in the Women's P.E. building.
2. Held an open house in February. Thirty (30) people attended.
3. Developed a Re-entry Needs Assessment questionnaire. Over one hundred (100) returns were received.
4. Contacted local social service agencies, inviting them to an Information Fair. Twenty (20) agencies were represented.
5. Conducted a Directed Studies course for training peer counselors.
6. Developed a flyer describing the Re-entry services which was distributed throughout the community.

L. WOMEN'S RE-ENTRY PROGRAM (WINGS)--cont.

7. Conducted an eight week career planning class. Eighteen (18) women attended.

8. Held a "WINGS" Re-entry orientation on May 9th and 10th. Twenty-five (25) women participated.

9. A program for Re-entry students planning to transfer to Cal Poly was held on May 11, 1980. Ten (10) students were in attendance.

10. Individual counseling sessions for Re-entry women were available on a regular basis. Approximately ninety (90) women took advantage of this service.

11. Follow-up plans for the Fall 1980 semester are currently being drawn up.

M. EVENING COUNSELING

Following is a summary of Evening Counseling appointments for the 1979-80 school year:

ON CAMPUS		OFF CAMPUS	
Fall Semester	285	Fall Semester	81
Spring Semester	278	Spring Semester	93
TOTAL	563	TOTAL	174

N. COLLEGE AND UNIVERSITY DAY

The third annual College and University Day was held on April 14th on the Cuesta College campus at the cafeteria patio. Twenty-five schools were represented from the University of California, California State College and University and private college systems.

O. ENGINEERING AND TECHNOLOGY DAY

The third annual Engineering and Technology Day was held December 4, 1979. Over two hundred (200) students from the county's high schools were in attendance.

P. HIGH SCHOOL OUTREACH

This year a concerted effort was made to contact high school seniors and provide on site counseling for entering Cuesta College. Students were preregistered and given the English Placement test.

VIII. COMMUNITY SERVICES

INTRODUCTION

It is a pleasure to report that after two years of operating with a reduced budget, Community Services is exhibiting growth in certain areas of community participation, growth in some program areas, and growth in income-generating areas. This report will illustrate, compare and examine this growth, as well as areas that have declined in the two years since the passage of Proposition 13.

FUNDING

From 1951 - 1978, California Community Colleges were able, under the $0.05 permissive override tax, to serve as civic, cultural and educational centers, opening their doors to community organizations and individuals and extending comprehensive and flexible programming to meet the needs of all population segments of the district. After Proposition 13 eliminated the permissive tax override, SB 154 and AB 2190 provided a state "bail-out" allocation to community college districts. The "bail-out" assumed district expenditure of up to 92% of the 1977 - 78 budget revenues for community services. Table I compares the tax and general fund sources for community services for the base year (1977 - 78) and the two following years, 1978 - 79 and 1979 - 80 to illustrate the actual budget source, amount and a comparison with other post-Proposition 13 community college community service budgets.

TABLE I

COMPARATIVE DATA -- BUDGET SOURCE
1977-78/1978-79

Budget Source	Fiscal Year		Change		Percent Change Other Calif. Community Colleges
	1977-78	1978-79	Dollar Amount	Percentage	
Taxes (EC 85110)	$188,340	-0-	(-)$188,340	(-) 100%	(-) 95.7%
General Fund	-0-	$46,000	(+)$ 46,000	(+) 100%	(+)215.0%
Projected Income	17,467	12,288	(-) 5,179	(-) 30%	NA
Carry Over Income	-0-	-0-	-0-		NA
TOTALS	$205,807	$58,288	(-)$147,519	(-) 72% Budget Reduction	(-) 62.0% Average budget reduction - other Calif. Community Coll.

Comparative figures from other community colleges within California are available for 1978 - 79 only and show that while the average budget reduction for other community services offices was 62%, Cuesta College Community Services' budget was reduced about 72% in the first year following Proposition 13. Table II illustrates that with the income generated in fiscal year 1978, added together with the projected income for fiscal year 1979, the 1979 - 80 budget "increases" to a 55% reduction compared to the base year in 1977 - 78.

TABLE II

COMMUNITY SERVICES BUDGET SOURCE
1977-78/ 1978-79

Budget Source	Fiscal Year		Change		Percent Change Other Calif. Community Colleges
	1977-78	1979-80	Dollar Amount	Percentage	
Taxes (EC 85110)	$188,340	-0-	(-)$188,340	(-)100%	NA
General Fund	-0-	$50,000	(+) 50,000	(+)100%	NA
Projected Income	17,467	28,611	(+) 11,144	(+) 64%	NA
Carry Over Income	-0-	13,228	(+) 13,228	(+)100%	NA
TOTALS	$205,807	$91,839	(-)$113,968	(-) 55%	NA

The majority of districts tried to make Community Services at least partially self-supporting and raised serious concern about the community services function within the comprehensive community college. Statewide, fees for community services programs were increased by 80%, but did not bring in nearly enough money to make community services self-supporting, indicating that fees may be a part of, but not a total, funding solution. In fact, some colleges "priced themselves out of the market" and felt the effects of a serious decline in community participation.

PROGRAMS

As compared to the base year, 1977 - 78, program reduction has been considerably less than the 72% budget reduction. The overall program reduction in the first year following Proposition 13 was only 27% and an even smaller reduction of 18% occurred in 1979 - 80 (Table III). Statewide, at each community college, the number of cultural and community programs declined on the average of 57%. For Cuesta College, the most dramatic programatic change came within the category labeled "other." Prior to Proposition 13, the college enjoyed the ability to offer many cultural and educational opportunities as curricular and extra-curricular activities. For example, several credit courses in the performing arts were offered, including Dance Theater, San Luis Obispo Symphony, County Band, Community Chorus, Drama, Jazz Ensemble and others. Community Services also financially supported the Hollister Adobe Museum, the Art Gallery and community recreation programs and classes.

TABLE III
COMPARATIVE DATA -- PROGRAMS AND PARTICIPATION

PROGRAM	1977-78	1978-79	(Percentage)*	1979-80	(Percentage)*
Number of Public Events	35	39	(+ 11%)	44	(+ 26%)
Number of Short Courses/ Workshops	72	51	(- 29%)	58	(- 19%)
Other**	23	5	(- 78%)	5	(- 78%)
TOTAL NUMBER OF PROGRAMS	130	95	(- 27%)	107	(- 18%)
COMMUNITY PARTICIPATION					
Public Events	13,965	9,575	(- 31%)	18,596	(+ 33%)
Short Courses/Workshops	2,621	1,399	(- 47%)	1,591	(- 39%)
Other**	55,784	6,700	(- 88%)	7,325	(- 87%)
TOTAL PARTICIPATION	72,370	17,674	(- 76%)	27,512	(- 62%)

* *Percentage difference (change) as compared to base year, pre-Proposition 13, 1977 - 78.*

***Symphony, Hollister Adobe Museum, Art Gallery, Dance Theater, six performing arts credit classes and certificated salaries, jazz ensemble, chorus, recreation program. After 1977 - 78, all but two of these activities were either eliminated or reassigned to another division.*

Table IV illustrates that in examining only that portion of the program that was not eliminated or reassigned after Proposition 13, an increase is apparent in both number of public events and in overall participation over the base year.

TABLE IV

PROGRAMS AND PARTICIPATION

PROGRAM	1977-78	1978-79	(Percentage)*	1979-80	(Percentage)*
Number of Public Events	35	39	(+11%)	44	(+26%)
Number of Short Courses/ Workshops	72	51	(-29%)	58	(-19%)
TOTAL NUMBER OF PROGRAMS	107	90	(-16%)	102	(- 5%)
COMMUNITY PARTICIPATION					
Public Events	13,965	9,575	(-31%)	18,596	(+33%)
Short Courses/Workshops	2,621	1,399	(-47%)	1,591	(-39%)
TOTAL PARTICIPATION	16,586	10,974	(-34%)	20,187	(+22%)

Percentage difference (change) as compared to base year, pre-Proposition 13, 1977 - 78.

COMMUNITY PARTICIPATION

What has been the result of reduced budgets, reduced programming and increased fees on community participation and what is the community perception of the activities presented by Cuesta College Community Services? Results of the May, 1980 Cuesta College Community Services Survey reveal that of district residents interviewed, 30.7% have attended one or more classes as a regular student at Cuesta, while 36.5% have taken part in some other activity at Cuesta. Sixty-three percent of these attended a Community Services program; the remainder were athletics, recreation and one or two responses each for campus bookstore, caring and sharing, child care center, library, etc. In the "job rating" of functions, the majority of those interviewed rated Community Services as being either excellent or good.

Since the passage of Proposition 13, overall community participation has declined (Table III) with participation in public events increasing in 1979 - 80 (Table IV). Table IV illustrates that the statistics are quite different when eliminating "other" and comparing the three year figures for public events and short courses. From that respect, overall participation actually increases 22% over the base year even with reduced budgets and staff.

A number of considerations must be examined with regard to the overall decline in community participation:

1. declining dollars spent have resulted in fewer programs, although Figure I illustrates that while the budget drops dramatically, programs have been more stable.

2. declining dollars spent have resulted in declining participation. Figure II illustrates that money spent parallels number of community participants.

3. as participation costs rise, community participation itself declines. Figure III shows that fewer people are paying more money to participate.

FIGURE I

A COMPARISON OF MONEY SPENT AND NUMBER OF PROGRAMS OFFERED

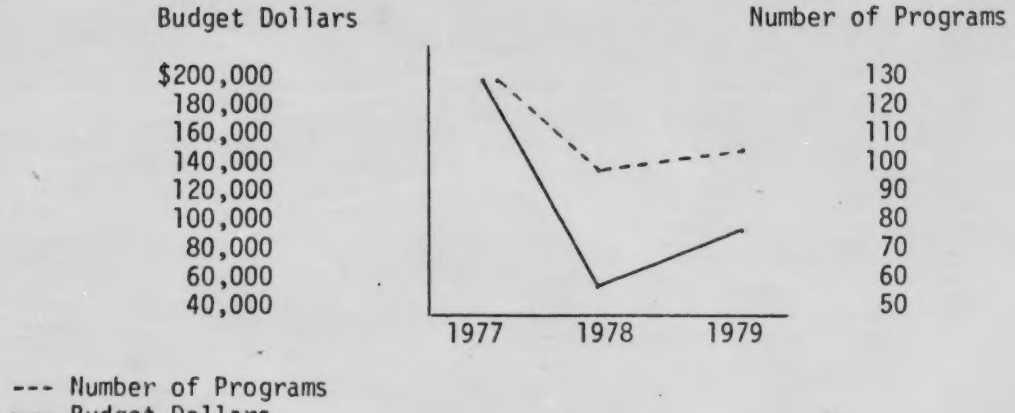
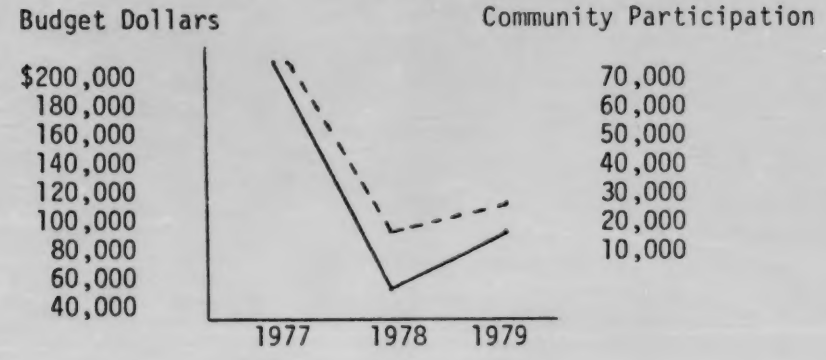


FIGURE II

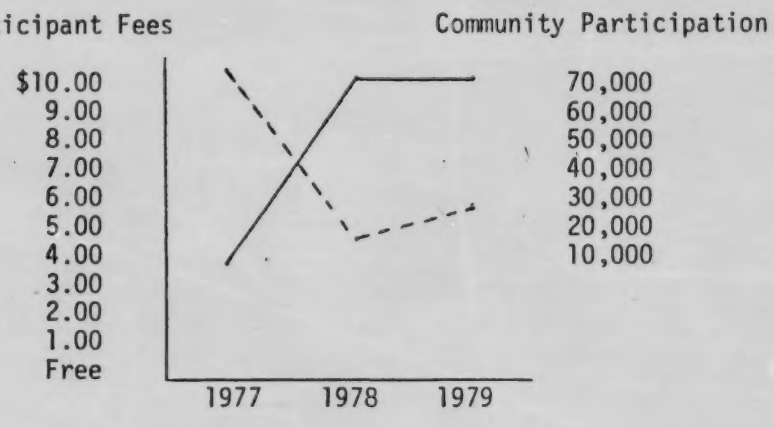
A COMPARISON OF MONEY SPENT AND COMMUNITY PARTICIPATION



---- Community Participation
—— Budget Dollars

FIGURE III

A COMPARISON OF PARTICIPANT FEES AND ACTUAL PARTICIPATION



--- Community Participation
—— Participant Fees

Participation costs have risen from 14% to 500%, with the greatest increase in the fees charged for non-credit short courses, workshops and seminars. Participant fees for public cultural events have shown the least fee increase (and smallest drop in participation), short courses have had the biggest fee increase and greatest drop in community participation. It has proven more difficult for the expenses of short courses to balance out as self-supporting, resulting in higher participant fees. Under a philosophy of self-support, programs must either be readjusted or restructured to reach people who can pay the fees charged. Persons who cannot afford the fees cannot benefit from the programs. The Community Services function thus tends to become an auxiliary business rather than an integral part of the comprehensive college mission.

In summary, Figures I, II, and III illustrate that as the budget dollars drop, the number of programs decline, participant costs rise, and total community participation declines.

INCOME, EXPENSES AND PROFIT

The most dramatic change in the Office of Community Services is illustrated in Table V. The tax override available through 1977 - 78 enabled Community Services to concern itself primarily with the educational, cultural, and recreational needs and interests of the district residents without regard to income and profits from such activities. Attempting to be primarily self-supporting has altered program philosophy somewhat; it has also greatly increased the net profit (Table V). After an initial surge in participant fees following Proposition 13, those fees remained constant for two years. The result is that as expenses have climbed, fees have remained constant, the net profit has shown a slight decrease even though it is still up 118% over the base year, 1977 - 78. Participant costs will rise again in fiscal year 1980 and participation statistics should be carefully charted to determine if the base of community participation is dwindling. (See Table V, page 8)

CONCLUSION

Findings: In comparing the funding and activities of the Office of Community Services with the base year of 1977 - 78, the findings of this report illustrate that Community Services is operating with a reduced budget, an increase in the number of public events available to the community, a decrease in the number of short courses and workshops, and a decrease in all auxiliary programs. There is an increase in community participation in public events and a decrease in attendance at short courses, workshops and other activities. Participant fees and charges for all activities, classes, etc., have increased 14% to 500%. The trend is for growth in gross income which is up 122% since 1977 - 78. Overall, fewer people are paying more for fewer activities. The impact of Proposition 13, with increased or new user fees and reduction of staff and funding, has adjusted objectives in an attempt to maintain community participation and a responsiveness to community needs and interests.

TABLE V

COMPARATIVE DATA -- INCOME AND EXPENSES

Income	1977-78	1978-79	(Percentage)*	1979-80	(Percentage)*
Public Events	$17,215	$15,451	(- 10%)	$36,755	(+114%)
Short Courses/Workshops	6,278	15,553	(+148%)	15,468	(+146%)
Other**	-0-	-0-	-0-	-0-	-0-
TOTAL INCOME	$23,493	$31,004	(+32%)	$52,223	(+122%)
Expenses					
Public Events	$27,811	$ 9,893	(- 64%)	$31,885	(+ 15%)
Short Courses/Workshops	16,154	9,289	(- 42%)	11,633	(- 28%)
Other**	27,641	-0-	(-100%)	-0-	(-100%)
TOTAL EXPENSES	$71,606	$19,182	(-73%)	$43,518	(- 39%)
Net					
Public Events	(-)$10,596	(+)$ 5,558	(+152%)	$ 4,870	(+146%)
Short Courses/Workshops	(-)$ 9,876	(+)$ 6,264	(+163%)	3,835	(+139%)
Other**	(-)$27,641	-0-	(+100%)	-0-	(+100%)
TOTAL PROFITS	(-)$48,113	(+)$11,822	(+124%)	$ 8,705	(+118%)

* *Percentage difference as compared to base year, pre-Proposition 13, 1977 - 78.*

** *Symphony, Hollister Adobe Museum, Art Gallery, Dance Theater, six performing arts credit classes and certificated salaries, jazz ensemble, chorus, recreation program. After 1977 - 78, all but two of these activities were either eliminated or reassigned to another division.*

Short Courses: The trend, nationwide, as reported by Community Services, Continuing Education and Adult Education practitioners is the growing participation of adults in lifelong learning. Each developmental phase of adult life brings new challenges and the need for appropriate program responses. Therefore, the post-Proposition 13 trend for Cuesta Community Services to decrease the number of non-credit courses needs to be carefully evaluated.

Currently, this office is registering over 1,500 people in non-credit classes. It is expected that this number will increase to 2,500 in 1979 - 80. It is interesting to note that adult participants in these classes tends to be less interested in long-range educational plans (many need to build up courage and experience in order to take credit classes and many already have degrees) and more interested in timely information, skill development and personal enrichment. Participants look for quality in instruction. They appear to be people who have

Short Courses (continued)

other commitments; therefore, want their education to be convenient. If a degree commitment were required, many of these participants would probably never get started. The need for the type of non-credit classes and workshops, with the flexibility to be quickly responsive and flexible, will continue to exist as an important component of college/community involvement. A combination of funding sources needs to be explored to stop the trend of rising participant fees, resulting in fewer participants.

Funding: Cuesta Community Services has been successful in activating the brokerage concept of shared expenses and resources by having college/community/business/agency groups co-sponsor events. This concept needs the support and resources of the Board of Trustees, college administration, faculty, and staff in order to reach a fuller potential. In addition, the College Foundation, as a separate non-profit corporation, might consider expanding its philosophy to include: "to promote and assist the educational services of the campus." Objectives of the foundation might include: 1) to provide the fiscal means and management procedures that enable the college to carry on activities providing those instructional and service aids not normally furnished by the general fund; 2) to provide effective operation and to eliminate undue difficulties which could otherwise arise, due to budgetary, purchasing, and other fiscal limitations; and 3) to provide fiscal procedures and management systems that foster effective coordination of the auxiliary activities and services within the college.

"Seed money" allocated by the District Board of Trustees has remained constant during the two post-Proposition 13 years. Considering rising costs and rising inflation, this actually represents a decrease in general fund allocation. An evaluation and examination of funding (all sources) for Community Services needs to be undertaken. The Community Services mission of the college and the funding to accomplish this mission should be examined in tandem.

GOALS - 1979-80

1. Continue to compare data to the base year, 1977 - 78, to assist in program evaluation and assessment of community outreach and participation.

2. Institute an evaluation procedure by participants and instructors for short courses and workshops.

3. Increase fund-raising efforts and seek the support and resources of the District Board of Trustees and college administration, faculty and staff in facilitating this effort.

4. Utilize the resources of the college Community Services Advisory Council in assessing community needs and interests, and in program selection, community involvement, program evaluation and fund-raising.

GOALS - 1979-80 (continued)

5. Increase professional growth and awareness of trends among California Community College Community Services operations.

6. Continue to seek the most economical, equitable, and innovative methods for reaching out to all segments of the communities within the district to provide a comprehensive program directly related to the educational needs and interests reflective of these population groups.

The Community College mission statement includes Community Services as one of the major functions of the Community College. The year-end report (attached) and the statistics presented in this preface, illustrate that Cuesta College provides a cost-effective Community Services program, offering an expansion of learning opportunities for students, faculty and community and is an effective marketing tool in acquainting and recruiting potential students to the college. It is the goal of this department to assist in increasing the visibility of the college and enhance the image of the college as a responsive institution and community resource, and to ensure the quality of Community Services programs in meeting community needs.

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING PAID ADULTS	PAID STUDENTS	COMP TICKETS	FINANCIAL ACCOUNTING INCOME	EXPENSES	NET INCOME
I. PUBLIC EVENTS									
Ballet Folklorico	1,011	Cuesta Gym.	9/21/79	708	278	26	$2,832.00	$2,190.92	$ 641.08 (+)
Prairie Nights The Cache Valley Drifters	275	Cuesta Aud.	2/15/80	165	---	110	$ 660.00	$1,192.00	$ 532.00 (-)
The National Shakespeare Company "Much Ado About Nothing" Co-sponsored with the Civic and Fine Arts Association	551	Cuesta Aud.	3/16/80	505	---	46	$2,020.00	$1,760.75	$ 259.25 (+)
Buddy Rich and The Buddy Rich Big Band	1,134	Cuesta Gym	4/11/80	828	200	106	$5,090.00	$4,106.62	$ 983.38 (+)
H.M.S. Pinafore	847	Cuesta Gym.	4/28/80	705	---	142	$ 3,525.00	$ 3,482.00	$ 43.00 (+)
Seniors' Day "We're Comin' Up Roses"	250	Cuesta	5/3/80	250	---	44	$ 1,126.40	$ 982.95	$ 143.45 (+)
Mariachi Co-sponsored with Sonic Cable T.V.	2,578	Cuesta Gym.	5/12/80	2,578	---	52	$3,078.00	$2,229.87	$ 848.13 (+)
Cinderella Co-sponsored with The Civic Ballet Of San Luis Obispo	848	Cuesta Aud.	5/30/80 5/31/80	848	---	0	$4,240.00	$ 4,028.00	$ 212.00 (+)

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING PAID ADULTS	PAID SERIES	COMP TICKETS	FINANCIAL ACCOUNTING INCOME	EXPENSES	NET INCOME
I. PUBLIC EVENTS CONTINUED									
Richard Harding Bush and the Rococco Coco Bean 5 performances	215	Cuesta Inter-act	6/27 6/28 6/29 7/5 7/6	9 15 13 25 18	4 29 11 27 31	4 9 10 6 4	$ 380.50	$ 323.43	$ 57.07 (+)
Cuesta 500 (Contributions to the "Lively Arts" Series)							$ 630.00	$ 120.00 to the Cuesta Patrons	$ 510.00 (+)
TOTALS	7,709			6,667	580	559	23,581.90	20,416.54	3,165.36 (+)
II. CUESTA FORUM									
Jennifer Cross Food Authority	50	SS Forum	9/26/79	27	16	7	$ 117.00	$ 107.35	$ 9.65 (+)
George Fischbeck Newsman-KABC T.V.	194	SS Forum	10/6/79	173	16	5	$ 555.00	$ 530.75	$ 24.25 (+)
Benito Casados Jet Propulsion Laboratory (2 programs)	246	SS Forum	10/24/79	222	16	8	$ 702.00	$ 375.35	$ 326.65 (+)

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING PAID ADULTS	PAID SERIES	COMP TICKETS	FINANCIAL ACCOUNTING INCOME	EXPENSES	NET INCOME
II. CUESTA FORUM CONTINUED									
Nancy Friday, Author Co-sponsored with The Gabby Bookstore	736	Cuesta Aud.	11/14/79	687	16	33	$2,243.50	$2,130.75	$ 112.75 (+)
Matthew Malkan California Institute of Technology (2 programs)	218	SS Forum	1/23/80	192	16	12	$ 607.50	$ 394.88	$ 212.62 (+)
Bill Thomas Author	94	SS Forum	2/13/80	73	16	5	$ 246.00	$ 179.55	$ 66.45 (+)
Dr. Lee Salk Psychiatrist Co-sponsored with E.O.C.-Child Care Resource Center	356	Cuesta Aud.	2/27/80	253	16	87	$ 672.50	$ 568.75	$ 103.75 (+)
Marianne Alireza Author	102	SS Forum	3/12/80	82	16	6	$ 227.50	$ 201.60	$ 25.90 (+)
Richard Mason On the Trail of Lewis and Clark	77	SS Forum	3/26/80	72		5	$ 216.00	$ 158.55	$ 57.45 (+)
TOTALS	2,073			1,581	128	168	$5,587.00	$4,647.53	$ 939.47 (+)

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING PAID ADULTS	PAID SERIES	COMP TICKETS	FINANCIAL ACCOUNTING INCOME	EXPENSES	NET INCOME
III. Portraits in Music Series									
The Deatherage Quartet	88	SS Forum	9/14/79	36	42	10	$ 492.00	$ 504.80	$ 12.80 (-)
Elizabeth Smith Trumpet	55	SS Forum	10/12/79	57	55	9	$ 281.00	$ 208.50	$ 72.50 (+)
Jane Swanson French Horn	105	SS Forum	11/16/79	46	55	4	$ 248.00	$ 179.40	$ 68.60 (+)
Loal Davis Viola	92	SS Forum	1/11/80	34	55	3	$ 212.00	$ 153.20	$ 58.80 (+)
Barbara Hoff-Ann Edwards 4-Hand Piano Recital	168	SS Forum	2/8/80	110	55	3	$ 453.75	$ 294.94	$ 158.81 (+)
TOTALS	508			289	256	29	$1,686.75	$ 1,340.84	$ 345.91 (+)
IV. If It's Thursday, This Must Be Cuesta - Film Series									
Spell of Ireland narrated by Bill Madsen	75	SS Forum	10/18/79	75	--	--	$ 150.00	$ 139.80	$ 10.20 (+)

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING: PAID ADULTS	PAID SERIES	COMP TICKETS	FINANCIAL ACCOUNTING: INCOME	EXPENSES	NET INCOME
IV. If It's Thursday, This Must Be Cuesta - Film Series Continued									
Magnificent Austria narrated by John Roberts	136	SS Forum	11/1/79	136	---	---	$ 260.00	$ 238.80	$ 21.20 (+)
Egypt-Gift of the Nile narrated by Doug Jones	153	SS Forum	1/10/80	153	---	---	$ 306.00	$ 280.20	$ 25.80 (+)
Winter in Mexico narrated by Lisa Chickering and Jeanne Poterfield	120	SS Forum	2/7/80	120	---	---	$ 240.00	$ 220.80	$ 19.20 (+)
Paris and the Seine narrated by Kathleen Dusek	182	SS Forum	3/20/80	182	---	---	$ 364.00	$ 332.40	$ 31.60 (+)
Incaland narrated by Stan LaRue	148	SS Forum	4/17/80	148	---	---	$ 296.00	$ 271.20	$ 24.80 (+)
TOTALS	814			814	---	---	1,616.00	1,483.20	132.80 (+)
Armchair Travels: slide/lecture travel program provided for and by faculty & staff (8 programs)	335	SS Forum		335	---	---	***NO CHARGE***		0
TOTALS	335			335	---	---	---	---	0

EVENT	ATTEND.	PLACE	DATE	TICKET ACCOUNTING PAID ADULTS	PAID STUDENTS	COMP TICKETS	FINANCIAL ACCOUNTING INCOME	EXPENSES	NET INCOME
V. CUESTA CHAUTAUQUA									
Cuesta Chautauqua 5 performances Paso Robles, Cayucos, Pismo Beach, Morro Bay, Cuesta College	700		3/6 12 17, 27 5/20	600	200	0	****** FREE ADMISSION		******
VI. STUDENT/CHILDREN PROGRAMS									
Ballet Folklorico	1,005	Cuesta Gym.	9/21/79	253	752	0	$1,131.50	$1,095.46	$ 36.04 (+)
H.M.S. Pinafore	1,538	Cuesta Gym.	4/28/80	200	1,338	0	$1,538.00	$1,741.00	$ 203.00 (-)
Emperor's New Clothes	800	Cuesta Aud.	5/16/80	700	100	0	$ 800.00	$ 32.00	$ 768.00 (+)
Cinderella	814	Cuesta Aud.	5/30/80	40	774	0	$ 814.00	$ 773.30	$ 40.70 (+)
Music in the Schools 10 performances Santa Margarita, Creston, Carrisa Plains Elementary, Shandon, Los Ranchos-San Luis Obispo, Bellevue Santa Fe School-San Luis Obispo, Arroyo Grande, Oceano, Templeton, Cuesta College	2,300				2,300	0	$ 0	$ 350.00	$ 350.00 (-)
TOTAL	6,457			1,193	5,264	0	4,283.50	3,991.76	291.74 (+)

TITLE	PLACE	BEGINNING DATE	ENROLLMENT PAID	ENROLLMENT PASSES	INCOME	EXPENSES	NET INCOME
VII. SHORT COURSES/WORKSHOPS							
GOING VEGETARIAN? LET'S DO IT SCIENTIFICALLY Linda Seeks	Cuesta	9/10/79	16	5	$165.00	$174.00	$ 9.00 (-)
PAINTING Mary Ambrose	Cuesta	9/24/79	19	0	$190.00	$198.00	$ 8.00 (-)
SECRETS OF GOURMET COOKING Linda Hainline	Cuesta	9/11/79	20	3	$215.00	$198.00	$ 17.00 (+)
WATERCOLOR WITH A TOUCH OF INK Walter Wedlock	Morro Bay	9/12/79	20	3	$215.00	$189.00	$ 26.00 (+)
HOW TO SAVE ON YOUR INCOME TAXES Steven M. Pybrum	Cuesta	9/13/79	20	7	$235.00	$198.00	$ 37.00 (+)
TREASURES OF SAN SIMEON Woody Yost	Cambria	9/17/79	20	7	$235.00	$189.00	$ 46.00 (+)
BALLROOM DANCING Kay Heaton	Cuesta	9/18/80	25	0	$250.00	$198.00	$ 52.00 (+)
GERMAN REVIEW AND CONVERSATION I Gwen Frank	Cuesta	9/18/79	33	0	$330.00	$223.00	$107.00 (+)
STEP FAMILIES-A COOPERATIVE RESPONSIBILITY Barbara McRae	Cuesta	9/19/79	15	0	$150.00	$159.00	$ 9.00 (-)
BIRD IDENTIFICATION Ron Ruppert	Cuesta	9/20/79	20	2	$220.00	$198.00	$ 22.00 (+)
INTERMEDIATE COLOR SLIDE PHOTOGRAPHY Richard Schmidt	Cuesta	9/24/79	13	0	$130.00	$139.00	$ 9.00 (-)
HOW TO DEVELOP MATH CONFIDENCE Joyce Curry Daly-Steve Zoradi	Cuesta	9/25/79	0	0	$ 0	$ 22.80	$ 22.80 (-)
Contemporary Jazz Piano Styling Fletcher Peck	Cuesta	9/25/79	0	0	$ 0	$ 12.00	$ 12.00 (-)

TITLE	PLACE	DATE	ENROLLMENT PAID	ENROLLMENT PASSES	INCOME	EXPENSES	NET INCOME
VII. SHORT COURSES CONTINUED							
THE HIGH SIERRAS FOR ALL SEASONS Lonnie Belden	Cuesta	10/8/79	35	0	$350.00	$236.50	$113.50 (+)
DRAMATIC SKITS AND THINGS Barbara Ratcliffe	Paso Robles	10/9/79	0	0	$ 0	$ 10.50	$ 10.50 (-)
CENTRAL EUROPEAN PASTRIES Marika Phillips	Cuesta	10/15/79	0	0	$ 0	$ 10.50	$ 10.50 (-)
EXPLORING COASTAL TIDE POOLS Bud Laurant	Cuesta	11/1/79	35	10	$400.00	$269.00	$131.00 (+)
DO YOU WANT TO BUILD YOUR OWN DREAM HOUSE Keith Lilley	Cuesta	9/22/79	28	0	$168.00	$118.20	$ 49.80 (+)
MECHANIC CERTIFICATION Bill Richmond	Cuesta	9/27/79	16	0	$320.00	$324.00	$ 4.00 (-)
THE CHANGING WORLD OF WOMEN Margaret Reagan	Cuesta	9/29/79	23	0	$138.00	$146.00	$ 8.00 (-)
HOW PHYSICALLY FIT ARE YOU? Jim Webb	Cuesta	10/10/79	FREE ADMISSION		0	0	0
HELP! WE'RE GOING TO HAVE A BABY! Liz Reagan-Szatlocky	Cuesta	10/6/79	12	0	$ 72.00	$ 72.00	$ 0
THE DIVORCE EXPERIENCE Barbara Stanford	Cuesta	10/13/79	0	0	$ 0	$ 13.50	$ 13.50 (-)
HOW IS YOUR SELF ESTEEM? Anita Paulson	Cuesta	10/15/79	30	0	$180.00	$160.00	$ 20.00 (+)
HOW TO ACHIEVE PERMANENT WEIGHT CONTROL Randall Gold	Cuesta	10/20/79	12	0	$ 72.00	$ 72.00	$ 0
SPOTLIGHT ON SPANISH RE-VISITED Ramona Frost & Robert Domingos	Cuesta	10/27/79	42	1	$425.00	$417.00	$ 8.00 (+)
CAN YOU HEAR WHAT YOUR TEENAGER IS SAYING? Stephen Brody	Cuesta	11/17/79	0	0	$ 0	$ 10.50	$ 10.50 (-)

TITLE	PLACE	BEGINNING DATE	ENROLLMENT PAID	ENROLLMENT 50% PASSES	INCOME	EXPENSES	NET INCOME
VII. SHORT COURSES CONTINUED							
HOLISTIC HEALTH Clara Froggatt	Cuesta	1/22/80	53	4	$550.00	$405.50	$144.50 +
DISCO DANCING Mike Higgins	Cuesta	1/22/80	41	6	$500.00	$295.00	$205.00 +
PERMANENT WEIGHT CONTROL THROUGH SELF-MANAGEMENT Randall D. Gold, Ph.D.	Cuesta	1/24/80	37	1	$385.00	$256.00	$129.00 +
CALLIGRAPHY Suzanne Charlton	Cuesta	1/24/80	41	3	$455.00	$354.00	$101.00 +
THE ITALIAN ENCOUNTER Livia P. Seim, Ph.D.	Cuesta	1/29/80	17	2	$200.00	$198.00	$ 2.00 +
QUILTING, PATCHWORK & APPLIQUE Doris Alles	Cuesta	1/30/80	51	1	$525.00	$406.00	$119.00 +
INTERMEDIATE WATER COLOR PAINTING Walter Wedlock	Morro Bay	1/30/80	19	13	$385.00	$189.00	$196.00 +
SO YOU WANT TO WRITE? Mary McCorkle	Cuesta	1/31/80	34	3	$385.00	$239.75	$145.24 +
FRESH & SALTWATER FISHING Billy Watson	Cuesta	2/4/80	42	9	$555.00	$317.75	$237.25 +
ADVENTURES IN ARABIC Edwin Jerome Howe	Cuesta	2/5/80	19	0	$190.00	$189.00	$ 1.00 +
A SOUPCON (TASTE) OF FRANCE Sally Girard	Cuesta	2/11/80	26	2	$290.00	$198.00	$ 92.00 +
CARING FOR THE TERMINALLY ILL Elsie Hill	Cuesta	2/14/80	63	3	$675.00	$115.00	$560.00 +
GERMAN REVIEW & CONVERSATION III Gwin Frank	Cuesta	2/19/80	23	2	$260.00	$198.00	$ 62.00 +
CHINESE STIR-FRYING AND TOFU Isabella Yang	Cuesta	2/26/80	25	2	$280.00	$176.50	$103.50 +
HOW TO GO JOB HUNTING Jacquelyn Wheeler	Cuesta	3/4/80	15	0	$150.00	$132.00	$ 18.00 +

TITLE	PLACE	BEGINNING DATE	ENROLLMENT PAID	ENROLLMENT 50% PASSES	INCOME	EXPENSES	NET INCOME
VII. SHORT COURSES CONTINUED							
EARTHQUAKES & THE SAN ANDREAS FAULT Paul Bauer	Cuesta	3/5/80	22	4	$280.00	$192.00	$88.00 +
ELIMINATING SELF-DEFEATING BEHAVIOR Randall Gold, Ph.D.	Cuesta	3/5/80	35	0	$350.00	$235.00	$115.00 +
LOW CALORIE COOKING WITH TASTE & STYLE Judy Philbin	Cuesta	3/13/80	14	4	$200.00	$198.00	$ 2.00 +
EMERGENCY FIRST AID James Wideman	Atascadero	3/18/80	15	0	$150.00	$152.00	$ 2.00 -
SPRING ECOLOGY & WILDFLOWER TRAILS Lonnie Belden	Cuesta	3/19/80	36	0	$360.00	$236.00	$124.00 +
OFF-LOOM WEAVING Kathy Friend	Cuesta	4/7/80	0	0	0	$ 19.50	$ 19.50 -
MEDITATION: ANCIENT TO MODERN Michael Emmons, Ph.D.	Cuesta	4/8/80	26	3	$305.00	$166.75	$138.25 +
GERMAN REVIEW & CONVERSATION IV Gwen Frank	Cuesta	4/8/80	15	1	$155.00	$198.00	$ 43.00 -
BIRDS OF SEA AND SAGE Ron Ruppert	Cuesta	4/24/80	38	2	$390.00	$249.00	$141.00 +
INTRODUCTION TO OPERATING ROOM NURSING Ann Grant	Cuesta	6/17/80	16		$1,040.00	$1,008.00	$ 32.00 +
VII. WORKSHOPS							
CHILD DAY CARE IN YOUR OWN HOME Marian Bailey	Cuesta	1/26/80	33	1	$335.00	$225.40	$109.60 +
DEAFNESS: SPECIAL NEEDS & RESPONSES Alta Hester	Cuesta	2/23/80	92	0	$552.00	$362.95	$189.05 +
HYPNOSIS: ACCESS TO THE INNCER MIND Leonard Kaufman	Cuesta	3/15/80	49	4	$306.00	$223.50	$ 82.50 +
FISHING COASTAL SHORES Billy Watson	Cuesta	3/18/80	57	9	$369.00	$175.00	$194.00 +
CREATIVE DANCE MOVEMENT Valerie Houston	Cuesta	3/22/80	14	0	$215.00	$207.00	$ 8.00 +
SUCCESSFUL LIVING WITH DIABETES Jo Ann Cross	Cuesta	4/12/80	36	0	$216.00	$158.50	$ 57.50 +
TOTAL: 69			1458	117	15,468.00	11,633.60	3,834.40

VIII. San Luis Obispo County Community Concerts

County Symphony Concerts (Clifton Swanson, Conductor)			ATTENDANCE
Carmen Dragon, Guest Conductor	October 20, 1979	Cuesta College Gymnasium	1,500
Jeffrey Jahane, Pianist	January 19, 1980	Cuesta College Auditorium	750
Celin Romero, Classical Guitarist	March 15, 1980	Cuesta College Auditorium	775
Phillip Young, Pianist (Monday Club Winner)	May 10, 1980	Cuesta College Auditorium	800
TOTAL ATTENDANCE			3,825

******ALL PROCEEDS TO SAN LUIS OBISPO COUNTY ******

IX. Hollister Adobe Museum

HOLLISTER ADOBE MUSEUM (Betsy Bertrando, Curator)

This year, the museum was host to about 3,500 visitors. The museum is opened from 1:00-4:00 on Sundays.

The Goss Collection, valued at $15,000 entitled, "A Personal Viewpoint of the Native people of the Pacific Northwest" was the main exhibit for the year. The museum also includes a permanent exhibit on local Chumash life. The San Luis Obispo County Archeological Society donates time and labor in order to provide this fine opportunity to the residents of this county.

Continuing museum and SLOCAS programs include·

- Site Survey of the county
- Historical Register recommendations
- Archiving material from EIR's
- Speaker's bureau with photos, tapes and slides
- Archeological publication series
- Growing library of specialized material research
- Monthly programs for the general public featuring slides and guest speakers

TOTAL ATTENDANCE 3,500

X. Grand Totals - Community Services Participants

Attendance:	Net Income:
27,496	$8,709.68

XI. Building and Facility Use

The following summary has been prepared to show the extent of use of our physical plant facilities by the community. A record of the facilities used, the group of which our facilities were provided, and an estimate of the number of person attending is provided.

FACILITY	GROUP		NUMBER OF PERSONS ATTENDING
Auditorium	San Luis Obispo County Symphony (11 uses)		2,325
	Cuesta College Community Services (8 uses)		4,410
	Greenpeace Foundation (4 uses)		3,200
	Camp San Luis Obispo (2 uses)		1,600
	Cuesta College Language Arts Department (12 uses)		3,000
	Civic Ballet of San Luis Obispo (7 uses)		3,100
	Mid-Coast Health Agency		500
	Cuesta College Jazz Band (4 uses)		1,200
	Associated Students of Cuesta College (11 uses)		2,200
	Morro Bay Police Officers		800
	San Luis Obispo County Concerned Physicians		500
	Cuesta College Chorus		1,350
	Community Concerts, San Luis Obispo (4 uses)		3,200
	U.S.C. (7 uses)		3,500
	Cuesta College Wind Symphony (2 uses)		800
	KCBX, Public Broadcasting (2 uses)		1,600
	Sweet Adelaides (2 uses)		1,600
	Pat Jackson Dance Theater (5 uses)		2,000
	Cuesta College Art Club		300
	Gold Coast Chorus (3 uses)		2,400
	Cuesta College Wind Symphony (2 uses)		600
	Cuesta College Nursing Department		800
	California National Guard (2 uses)		1,600
	Department of Interior (2 uses)		1,600
	Total Number of Permits Issued: 110	Total:	44,185
FORUMS			
Science Forum	Continuing Medical Education		150
	Total Number of Permits Issued: 01	Total:	150

XI. Building and Facility Use Continued

FACILITY	GROUP	NUMBER OF PERSONS ATTENDING
Social Science Forum	Cuesta College Black Students in Action	150
	Community Services (17 uses)	2,652
	Associated Students of Cuesta College (5 uses)	750
	Cuesta College Counseling Office (4 uses)	600
	The Civic Ballet of San Luis Obispo	20
	Camp San Luis Obispo (10 uses)	1,500
	California School Employees Association	100
	California Energy Commission	150
	California Association of Educational Association	150
	Cuesta Choruses	150
	Cuesta College Ski Club (4 uses)	400
	County Office of Education (3 uses)	275
	Cuesta College Financial Aids - EOPS	150
	Cuesta College Nursing Department	150
	Cuesta College Caring and Sharing	150
	Cuesta Chautauqua	70
	Total Number of Permits Issued: 53	Total: 7,417
Classrooms	Cuesta College Christian Fellowship	400
	Community Services (43 uses)	1,442
	Cuesta College Art Department	150
	National Association of Women in Construction (16 uses)	560
	City of San Luis Obispo	35
	Department of Transportation	35
	Music Teachers of San Luis Obispo County	70
	California University, Sacramento (6 uses)	210
	Cuesta College Handicapped Center	35
	University of Sant Francisco (12 uses)	420
	San Luis Obispo Little Theater (37 uses)	5,550
	City of Morro Bay	35
	California School Employee Association	30
	Alpha Gamma Sigma	35
	State Department of Fish and Game (6 uses)	210
	Cuesta College Black Students in Action	175

XI. Building and Facility Use Continued

FACILITY	GROUP	NUMBER OF PERSONS ATTENDING
Classrooms Continued	The United States Census Bureau (4 uses)	140
	Cuesta College EOPS Program	35
	Total Number of Permits Issued: 135	9,567
Second Stage	San Luis Obispo Little Theater (36 uses)	3,600
	Total Number of Permits Issued: 01	
Interact Theater	Central Coast Children's Theater	215
	Total Number of Permits Issued: 01	
	TOTAL NUMBER OF PERMITS ISSUED FROM THE OFFICE OF COMMUNITY SERVICES	301
	TOTAL ATTENDANCE, PUBLIC USE	65,134

47.

The Facility Use Permits listed in Category XI are processed through the Office of Community Services. Information regarding public use of the cafeteria complex and physical education facilities may be obtained from those permit issuing offices.

OFFICE OF STUDENT SERVICES

I. ADMISSIONS AND RECORDS

Over 3,000 inquiries concerning admission to Cuesta College were processed by the admissions clerks during 1979-80. Historically, we enroll about 45% of the number of persons who seek information about the college.

The 1979-80 student characteristics had two areas of record which exhibit current trends in community colleges generally throughout California. (1), women outnumber men in both day and evening classes, and (2), more students enroll who did not attend high school within the District than do local residents. The following charts shows these characteristics for 1979-1980:

	DAYS		EVENINGS	
	Fall 1979	Spring 1980	Fall 1979	Spring 1980
Men	1,498 (47%)	1,473 (47%)	1,171 (44%)	1,479 (47%)
Women	1,688 (53%)	1,645 (53%)	1,484 (51%)	1,683 (53%)
TOTALS	3,186	3,118	2,655	3,162
Graduate of District High School	1,242 (39%)	1,172 (37.6%)	849 (31%)	1,007 (32%)
Did Not Attend District High School	1,708 (53%)	1,946 (62.4%)	1,652 (62%)	2,155 (68%)
Not Known	236 (8%)	•	154 (6%)	
TOTALS	3,186	3,118	2,655	3,162

Foreign student enrollment is about 3% of the total enrollment of the college. During fall semester 1979 we had 103 students from 21 countries, and spring semester 1980 we had 97 students from 21 different countries. The following is a summary of origin and number of our F-1 students:

FOREIGN STUDENTS FALL 1979	
Algeria	1
Canada	4
France	1
Germany	2
Guatemala	1
Iran	23
Israel	1
Italy	1
Japan	28
Jordan	3
Kuwait	9
Lebanon	1
Libya	1
Malaysia	1
Mexico	4
Nigeria	1
Oman	2
Saudi Arabia	6
United Arab Emirates	3
Venezuela	5
Pacific Language Institute	5
TOTAL	103

FOREIGN STUDENTS SPRING 1980	
Canada	1
East Africa	1
Finland	1
Germany	2
Guatemala	1
Iran	24
Italy	1
Japan	27
Jordan	3
Kuwait	8
Lebanon	1
Libya	1
Malaysia	1
Mexico	5
Oman	3
Pakistan	2
Saudi Arabia	6
Tunisia	1
Turkey	1
United Arab Emirates	2
Venezuela	5
TOTAL	97

Cuesta cooperated with the Immigration and Naturalization Service to allow Iranian students to be interviewed regarding their status, rathen than forcing the students to travel to Los Angeles to be counted and counselled.

Student records for all students who attended Cuesta between 1964 and 1974 are now on micro-film. We will continue to film students records which will eventually relieve storage files so that no additional files will be required.

A contract was negotiated with Allan Hancock College for "free exchange" on an apportionment basis only for students who wish to attend outside of district. This saved Cuesta about $45,000 over the previous cost of instruction contract.

II. VETERANS OFFICE

Veteran enrollment is declining at Cuesta in that most eligible veterans have used their entitlement. The Veterans Administration has provided a V.A. representative on campus who acts as a counselor for questions relative to "GI" benefits. Because of the reduced number of veterans enrolled, this service will end as of July 1, 1980.

The enrollments of students under Veterans Administration programs for 1979-80 were as follows:

Fall Semester 1979	
Chapter 34 (GI Bill)	329
Chapter 35 (Survivors)	30
Chapter 31 (Disabled)	2
	361
Spring Semester 1980	
Chapter 34	348
Chapter 35	29
Chapter 31	2
	379

The veterans clerk has been assigned work from admissions and records and will have additional admissions and records responsibility as the numbers of VA students are reduced.

III. BOOKSTORE

The bookstore continues to operate in a very efficient manner under the direction of manager, Emery Wong. The store is well organized, extremely clean and orderly, even during beginning of semester "rushes".

Faculty, staff, and student needs (and wants) are quickly responded to, and the bookstore rarely receives any complaint from the college community.

In addition to managing the bookstore, Mr. Wong acts as comptroller for the Cuesta College Foundation. His combined accounts total about three-quarter of a million dollars.

The 1979-80 June 30th financial statement is on the following page.

CUESTA COLLEGE BOOKSTORE
Balance Sheet

June 30, 1980

ASSETS:			
1000 - Cash		$ (476.57)	
1005 - Savings and Loan		147,600.39	
1010 - Change Fund		1,593.31	
1020 - Accounts Receivable		3,573.44	
1021 - Accounts Receivable - Trade		6,641.71	
1022 - Accounts Receivable - District Tax		(144.42)	
1042 - Fixtures-Building	30,613.20		
1043 - Allowance for Depreciation	9,183.96	21,429.24	
1045 - Equipment	7,229.27		
1046 - Allowance for Depreciation	4,058.44	3,170.83	
1050 - Inventory: Books		45,565.22	
1060 - Inventory: General Merchandise		14,222.21	
TOTAL ASSETS			$243,175.36
LIABILITIES AND SURPLUS:			
2010 - A/P - Sales and Use Tax		$ 1,209.66	
2020 - A/P - Other		14,245.20	
2030 - A/P - Trade Vendors		13,619.95	
TOTAL LIABILITIES			$ 29,074.81
Retained Earnings			170.521.63
Income Year To Date			43,578.92
TOTAL LIABILITIES AND SURPLUS			$243,175.36

CUESTA COLLEGE BOOKSTORE
Income and Expense Statement

June 30, 1980

	MONTH OF JUNE 1980	YEAR TO DATE	ANNUAL
INCOME:			
3000 - Sales: Books	$18,677.82	$361,937.80	
3010 - Sales: General Merchandise	2,278.09	69,553.28	
3015 - Sales To Other Retailers	1,911.49	14,243.11	
3025 - Ring Income		50.00	
3030 - Other Income	205.29	306.35	
3031 - Interest Income	12,009.08	12,009.08	
Gross Sales	$35,081.77	$458,099.62	
Less Sales Returns	571.88	18,373.42	
NET SALES	$34,509.89	$439,726.20	$400,000.00
COST OF SALES:			
4000 - Books	$ 6,420.59	$273,417.64	
4005 - General Merchandise	(2,769.03)	40,014.98	
Cost of Goods Sold	$ 3,651.56	$313,432.62	$300,000.00
GROSS PROFIT	$30,858.33	$126,293.58	$100,000.00
OPERATING EXPENSES:			
4009 - Bankamericard Expense	$ 5.53	$ 347.33	$ 400.00
4010 - Postage and Freight Out	16.83	1,220.86	1,500.00
4015 - Office Expense	117.70	1,212.26	1,000.00
4020 - Travel Expense	20.02	905.32	500.00
4021 - Conference		331.53	600.00
4025 - Fringe Benefits	6,537.27	13,018.38	79,000.00
4030 - Salaries and Wages	4,417.99	53,094.16	
4031 - Equipment Expense	20.40	529.08	500.00
4045 - Dues and Subscriptions		471.87	500.00
4046 - Rent	300.00	3,600.00	3,600.00
4047 - Administrative Costs	1,255.06	1,255.06	
4050 - Cash Short & Over	4.97	3.24	100.00
4051 - Returned Checks	(55.76)	448.37	500.00
4052 - Audit Expense		3,300.00	3,000.00
4060 - Depreciation	2,977.20	2,977.20	3,000.00
TOTAL EXPENSES	$15,617.21	$ 82,714.66	$ 85,200.00
NET INCOME	$15,241.12	$ 43,578.92	$ 14,800.00

Unaudited 7/15/80

IV. SECURITY

Building and equipment security, plus driving and parking violations, messenger service, primarily for cash to bank, and emergency hospital runs occupy the time of the campus security force.

Since initiating parking fees for students and staff, additional student security were hired to patrol the parking lots and cite cars without proper parking permits. Fines are collected for violations, however, the goal is compliance, rather than punishment or collecting money.

Mr. G. E. Miller, who has been employed as the only full-time security officer since 1965, announced his retirement this year. He has performed dedicated service to Cuesta for 15 years and will be missed.

V. STUDENT GOVERNMENT AND ACTIVITIES

The Associated Students of Cuesta College (ASCC) experienced a very active year. The elected officers led by president, Karl Ketner, revised the operating procedure from direct student council action on legislation, to referral to either a ways and means, legislative, or operations committee for recommendation prior to council action. This had the effect of involving more students in decision making, but was cumbersome and bureaucratic.

The ASCC had paid student employees for the first time in their 15 year history. A lot more paper was generated and probably more service was rendered as the ASCC office was open four to six hours each day.

Several innovations were made, such as a direct mailing to all pre-registered fall 1979 students outlining the plans of ASCC and asking for input from the students. Clubs were invited to set up infomational tables at registration. ASCC sponsored an International Year of the Child Day, a combined effort with Alpha Gamma Sigma to form a foreign student orientation

group, cooperated with a local attorney to provide free legal advice to students (and staff), and generally granted financial support to on-campus clubs and organizations.

The June 30, 1980 ASCC financial statement is on the following page. It reflects student interest and support of a wide spectrum of activities.

ASSOCIATED STUDENTS
CUESTA COLLEGE

Balance Sheet
June 30, 1980

ASSETS:		
#1000 - Cash	$ 405.50	
#1001 - Cash - Savings Passbook	13,125.09*	
#1005 - Savings & Loan	36,816.85*	
TOTAL ASSETS		$50,347.44
LIABILITIES & CAPITAL:		
#2000 - Accounts Payable	$ 955.33*	
#2020 - Trust Funds	25,950.97*	
		$26,906.30
Capital Year To Date		23,441.14
TOTAL LIABILITIES AND CAPITAL		$50,347.44

*See attached schedule.
Trial Balances 7-9-80
Unaudited

ASSOCIATED STUDENTS CUESTA COLLEGE

Income and Expense Statement
June 30, 1980

	YEAR TO DATE	ANNUAL BUDGET	REMAINING BUDGET
INCOME:			
#3000 - A.S.C.C. Cards	$46,170.50	$45,000.00	
#3030 - Basketball	402.00	600.00	
#3070 - Activities	1,667.84	.00	
#3085 - Interest Income	2,749.07	2,000.00	
#3087 - Cafeteria	893.57	1,500.00	
#3088 - Traffic Fines	1,264.00	1,000.00	
#3075 - Drama Income	340.00	.00	
SUB-TOTAL	$53,486.98	$50,100.00	
Excess Income from 1978-79 Year	10,610.00	10,610.00	
TOTAL INCOME	$64,096.98	$60,710.00	
EXPENSES:			
#4000 - ASCC Office	$ 2,492.24	$ 2,500.00	$ 7.76
#4002 - Olè Day	3,318.36	3,500.00	181.64
#4005 - Salaries and Wages	4,104.30	4,112.00*	7.70
#4010 - Activities	8,267.60	8,250.00*	(17.60)
#4012 - Publicity	1,030.24	1,000.00	(30.24)
#4016 - Spring BBQ	2,600.79	3,000.00	399.21
#4018 - Intercollegiate Sports	13,394.92	13,500.00*	105.08
#4040 - Transportation	1,525.28	2,000.00	474.72
#4060 - Hospitality	250.00	250.00	.00
#4061 - ASCC Hospitality	254.76	255.00*	.24
#4065 - Publications	5,491.66	5,500.00	8.34
#4068 - Student Loans	3,000.00	3,000.00	.00
#4071 - Child Care Center	1,999.20	2,000.00*	.80
#4072 - Library	4,500.00	4,500.00	.00
#4075 - Drama	271.89	400.00	128.11
#4076 - Music Department	478.16	1,200.00	721.84
#4080 - Non-Budget Expenses (Reserves)	3,439.60	5,743.00*	2,303.40
TOTAL EXPENSES	$56,419.00	$60,710.00	$4,291.00
Excess Income Over Expenses	$ 7,677.98		
#4081 - Capital Improvement Fund	15,763.16		
ENDING FUND BALANCE	$23,441.14		

*Includes Budget Transfer Figures.
Trial Balances 7-9-80
Unaudited

ASSOCIATED STUDENTS CUESTA COLLEGE
Support Schedules
June 30, 1980

I. #1001 - SAVINGS PASSBOOK ACCOUNT - Wells Fargo Bank
Acct. # 02-85772-8

Bal. 7-1-79		Interest Income		Deposits		Transfers		Bal. 6-30-80
$12,475.04	+	$650.05	+	$20,000.00	-	$20,000.00	=	$13,125.09

II. #1005 - SAVINGS & LOAN ACCOUNTS

	7/1/79	+	Interest	=	Bal. 6-30-80
a. Santa Barbara Savings & Loan #010-010885	$ 7,353.30	+	418.11	=	$ 7,771.41
b. Mission Federal Savings & Loan #600233	15,663.72	+	890.63	=	16,554.35
c. Great Western Savings & Loan #87-601091-6	11,700.81	+	790.28	=	12,491.09
Totals	$34,717.83	+	2,099.02	=	$36,816.85

III. #2000 - ACCOUNTS PAYABLE

1. R. Tomlinson (Cuestonian)	$ 6.00
2. Cuesta College (Miscellaneous)	949.33
Total	$955.33

Trial Balances 7-9-80
Unaudited

#2020
ASSOCIATED STUDENTS CUESTA COLLEGE
SCHEDULE OF CLUB AND TRUST FUND BALANCES
1979-80

	BALANCE 6/30/79	RECEIPTS	DISBURSEMENTS	BALANCE 6/30/80
Trust Accounts				
Aquatics Trust	$	$ 7,227.70	$ 3,817.22	$ 3,410.48
Athletic Department Trust	1,574.34	8,316.18	5,530.66	4,359.86
Automotive Tech. Dept. Trust	30.90	.00	.00	30.90
Baseball Trust	.00	500.00	383.52	116.48
Gary Brown Memorial Trust	52.30	.00	.00	52.30
Calif. Comm. Coll. Athletic Dir.	.00	2,731.74	2,298.54	433.20
Cheerleader Trust	59.80	.00	.00	59.80
Comm. Jazz Band Trust	1,016.96	1,734.00	1,682.84	1,068.12
Cross Country Track Trust	69.00	100.00	40.00	129.00
Cuesta Coll. Art Dept. Trust	644.68	3,207.20	3,251.48	600.40
Cuesta Coll. Bond Comm. Trust	917.43	.00	.00	917.43
Five Arts Concert Trust	273.00	.00	.00	273.00
Football Trust	1,552.45	.00	1,314.20	238.25
Friends of the Library	557.23	3,280.81	422.69	3,415.35
Judson Memorial Trust	430.26	.00	.00	430.26
Mid-State Basketball Trust	625.74	12,606.85	6,833.04	6,399.55
Nursing Dept. Equip. Fund	500.00	.00	500.00	.00
Physically Limited Student	63.09	.00	63.09	.00
Powers, Van Memorial Trust	179.49	.00	179.49	.00
Project Hawaii Trust	197.85	253.95	104.82	346.98
Staff Orientation Trust	25.62	422.25	351.03	96.84
Tennis Trust	.00	30.00	.00	30.00
Women's Volleyball	24.00	1,992.83	1,614.85	401.98
Wrestling Trust	703.91	1,260.00	1,340.86	623.05
	$9,498.05	$43,663.51	$29,728.33	$23,433.23
Club Accounts				
Administration of Justice	$ 44.61	$ .00	$ .00	$ 44.61
Alpha Gamma Sigma	1,343.27	2,650.05	3,080.41	912.91
Art Club	119.94	585.12	705.06	.00
Bahai Club	142.39	102.15	111.88	132.66
Broadcast Club	54.24	118.95	58.89	114.30
Business Club	77.13	.00	.00	77.13
Choral Club	797.32	.00	.00	797.32
Cuesta Auto Motor Sports	6.65	.00	.00	6.65
Dance Club	65.51	.00	.00	65.51
Early Childhood Education	20.00	274.40	202.28	92.12
Geology Club	48.80	.00	.00	48.80
Shodan Karate Club	24.65	.00	.00	24.65
Ski Club	.00	405.50	386.00	19.50
Speech & Debate Club	50.00	.00	.00	50.00
Student Nurses Assoc. Trust	96.78	.00	.00	96.78
Women's Sports Assoc.	34.80	.00	.00	34.80
	$2,926.09	$ 4,136.17	$ 4,544.52	$ 2,517.74
TOTALS	$12,424.14	$47,799.68	$34,272.85	$25,950.97

Trial Balances 7-9-80
Unaudited

NAME ASSOCIATED STUDENTS CUESTA COLLEGE IDENTIFICATION NO.

ADDRESS

SCHEDULE NO. Office Equipment

SCHEDULE OF DEPRECIATION

YEAR ENDED 6-30-80

KIND OF PROPERTY	DATE ACQUIRED MO. YR.	COST OR OTHER BASIS	SPEC. 20% DEPRECIATION		DEPRECIABLE BASIS	DEPRECIATION ALLOWED PRIOR YEARS	REMAINING COST	METHOD	RATE (%) OR LIFE (YRS.)	DEPRECIATION FOR THIS YEAR
Desks (9)	9/79	1,812.12			1,812.12		1,812.12	SL	7	194.14
Chairs (6 Used)	9/79	444.88			444.88		444.88	SL	5	66.73
Chairs (6 Used)	9/79	190.48			190.48		190.48	SL	5	28.57
Chairs (3 Used)	9/79	158.84			158.84		158.84	SL	5	23.83
Couch (1 Used)	9/79	103.35			103.35		103.35	SL	5	15.50
File Cabinet (1)	9/79	84.75			84.75		84.75	SL	7	9.08
Storage Cabinet (1)	9/79	84.75			84.75		84.75	SL	7	9.08
TOTALS		2,879.17								346.93

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VI. INTERCOLLEGIATE ATHLETICS

1979-80 was a busy year for Cuesta athletics. We participated in two conferences, the Central Conference in baseball, basketball, men and women's tennis and track, women's softball and volleyball. Softball was a new sport this year and the team ended with a 16-16-0 record and were conference co-champions with Merced. The Coast Conference hosted Cuesta in cross-country, golf, swimming and diving for both men and women, water polo, and wrestling. Water polo was a new men's sport for 1979-80, and the team was champions of the conference. For the first time Cuesta won state Division II Championships. The women's volleyball team and men's wrestling team won this honor.

Warren Hansen, Director of Athletics, served as state president of the Community College Athletic Directors.

The CCJCA commission on athletics releagued Cuesta into the Coast Conference for 1980-81. This action was acceptable to Cuesta, but was not a particularly popular decision with the Coast Conference colleges because of the increased mileage it created.

The following is a summary of sports and season results:

SPORT	CONFERENCE	CONFERENCE STANDING
Baseball	Central	2nd
Basketball	Central	3rd
Cross Country	Coast	2nd Conference, 4th Nor-Cal & 10th State
Golf	Coast	2nd
Women's Softball	Central	Tie 1st Co-Champions
Men/Women - Swim/Diving	Coast	Champions
Tennis - Men	Central	Champions
- Women	Central	Champions
Track - Men	Central	2nd
- Women	Central	6th
Volleyball - Women	Central	Conference Champions & Division II State Champions
Water Polo	Coast	Conference Champions & 5th Nor-Cal
Wrestling	Coast	Division II State Champions

Steve Mitchell of Paso Robles was nambed Men's Athlete of the year and Catherine Belcher from La Canada, Woman Athlete for 1979-80.

VII. CAFETERIA AND FOOD SERVICE

The cafeteria, food service, and vending contract was awarded to Maurice and Lisa Sandahl after being put out to bid. Other bidders were not willing to abide by the price limit clause of the contract which states that prices charged at Cuesta cannot exceed equivalent item price at Cal Poly Snackbar.

The vending machines on campus were subjected to increased vandalism this past year, even though protected by an iron grille when classes are not in session.

The Associated Students receive 1¼% of gross sales and will realize approximately $2,000.00 for 1979-80.

The cafeteria continues to be used by both college and public groups for meetings in addition to regular daily student and staff use. The following page lists the 1979-80 users:

Cuesta College STUDENT SERVICES

June 11, 1980

CAFETERIA USE 1979-80

July	9	Calif. Probation & Parole & Correctional Association (Patio & BBQ Area)		
August	15	Newcomers Club	60	
September	26	Alpha Gamma Sigma	100	
October	13	First Presbyterian Church	40	
December	8	Calif. Association of Education Office Employees	100	(Catered)
	9	Spanish Classes Potluck (Ramona Frost)	100	
	15	C.S.E.A. Potluck	100	
January	19	San Luis Obispo Symphony (Potluck)	150	
	31	Alpha Gamma Sigma	50	
March	18	Staff Dining Room (For Telephone Survey)		
	24	Staff Dining Room (Executive Survey/Telephone)		
	26	S.L.O. High School Basketball Awards Banquet	200	
	26	Staff Dining Room (Women's Softball Field Survey)		
April	12	S.L.O. Assoc. of Life Underwriters	200	(Catered)
May	3	"Seniors Day"	300	(Catered)
	4	Chapter of the MGT Register (Auto Club), (Outside Patio Area & BBQ only)		
	10	San Luis Obispo Symphony	150	
	18	Cuesta College Baseball Team BBQ (Outside Patio Area only)		
	24	Cuesta College RN Pinning Ceremony	300	
	25	Portable BBQ only used by Joe Asire for Trinity Methodist Church, Los Osos		
June	5	Los Osos Junior High School (Outside Patio Area & BBQ Pit only)		
	11	Laguna Jr. High School (Outside Patio & BBQ)		
	26	Atascadero Jr. High School (BBQ & Patio Area)		
	28	1st Presbyterian Church Young People's Group (Outside Patio & BBQ only)		
August	9	Al Malaikah Shrine Temple (BBQ Pit & Patio area plus dining room facilities	500	
		TOTAL	2,350	

VIII. TRANSPORTATION

Several attempts were made during 1979-80 to reduce the number of cars driving to Cuesta each day. The Associated Students acted as agents for a county-wide ride sharing program. This was a computer-based program and while comparatively few students participated (about 140) the program did bring drivers and riders together.

The Board of Trustee authorized expenditure of $5,000.00 as Cuesta's share of bus subsidy to provide bus service to Cuesta from San Luis Obispo and Morro Bay. The buses averaged 180 riders per day for the school year. The ASCC purchased discount tokens to reduce the 35¢ per ride to 25¢. The Administrative Dean of Students was a voting member of the North Coast Transit Authority and attended monthly meetings throughout the year.

An on-campus "Ride Board" located in the hallway of library/administration building brings drivers and riders together for local transportation and weekend, vacation travel throughout California and out of state.

OFFICE OF BUSINESS SERVICES

COMPARATIVE COST ANALYSIS, 1964-65 THROUGH 1980-81
(CHART NO. 1)

ASSESSED VALUATIONS, 1979-80 AND 1980-81
(CHART NO. 2)

TRENDS IN ASSESSED VALUATION, 1963-64 THROUGH 1980-81
(CHART NO. 3)

FINANCE SUMMARY, 1964-65 THROUGH 1980-81
(CHART NO. 4)

ADA SURVEY, 1975-76 THROUGH 1979-80
(CHART NO. 5)

GENERAL FUND BUDGET FOR 1979-80 AND 1980-81

GENERAL FUND BUDGET AT A GLANCE
GENERAL FUND BUDGET - INCOME
GENERAL FUND BUDGET - APPROPRIATIONS

STATEMENT OF CHANGES IN FIXED ASSETS
(CHART NO. 6)

NEW FACILITIES - PLANNING AND CONSTRUCTION

CHART NO. 1

SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

COMPARATIVE COST ANALYSIS

Years	Average Daily Attendance	% Increase In ADA	Assessed Valuation Per ADA	Current Expense of Education Per ADA	Current Expense of Education	Increase in Current Expense of Education	% Increase In Current Expense of Education
1964-65	135	--	$1,740,739	$1,895	$ 255,840	---	---
1965-66	965	614.81	247,303	746	720,780	$464,940	181.73
1966-67	1,189	23.21	205,903	860	1,023,711	302,931	42.03
1967-68	1,480	24.47	170,328	819	1,213,542	189,831	18.54
1968-69	1,688	14.05	153,808	835	1,409,734	196,192	16.17
1969-70	1,894	12.20	144,602	831	1,575,619	165,885	11.77
1970-71	2,360	24.60	128,855	795	1,875,225	299,606	19.02
1971-72	2,444	3.56	136,335	969	2,369,181	493,956	26.34
1972-73	2,541	3.97	143,172	1,062	2,699,860	330,679	12.25
1973-74	2,858	12.48	140,376	1,078	3,082,038	382,178	14.16
1974-75	3,182	11.23	145,660	1,181	3,760,401	678,363	22.01
1975-76	3,529	10.90	155,419	1,206	4,257,403	497,002	13.22
1976-77	3,138	-11.08	193,412	1,593	4,999,677	742,274	17.43
1977-78	3,217	2.52	236,613	1,682	5,413,953	414,276	8.29
1978-79	2,940	- 8.61	307,218	1,853	5,446,657	32,704	.60
1979-80	3,062	4.15	343,364	1,884	5,768,155	321,498	5.90
1980-81(est)	3,062	0	373,618	2,100	6,429,966	661,811	11.47

65.

CHART NO. 2

CUESTA COLLEGE

ASSESSED VALUATIONS
1979-80 AND 1980-81

	1979-80	1980-81
Local Secured		
San Luis Obispo County	$ 738,217,516	$ 822,197,727
Monterey County	7,076,450	8,825,270
Total Local Secured	745,293,966	831,022,997
Public Utilities		
San Luis Obispo County	$ 262,657,090	$ 280,232,610
Monterey County	1,030,480	1,043,940
Total Public Utilities	$ 263,687,570	$ 281,276,550
Total Secured & Public Utilities	$1,008,981,536	$1,112,299,547
Unsecured		
San Luis Obispo County	$ 42,290,476	$ 31,623,287
Monterey County	108,701	94,578
Total Unsecured	$ 42,399,177	$ 31,717,865
Total Assessed Valuation	$1,051,380,713	$1,144,017,412
Dollar Amount of Increase in Total Assessed Valuation	$ 148,158,906	$ 92,636,699
Percent of Increase in Total Assessed Valuation	16.40%	8.81%

TAX RATES
1979-80 AND 1980-81

	1979-80	1980-81
General Purpose	Prorata of 1%	Prorata of 1%
Bond Payment	$ .06	$ .06

CHART NO. 3

SAN LUIS OBISPO COUNTY
COMMUNITY COLLEGE DISTRICT

TRENDS IN ASSESSED VALUATION

Year	Assessed Valuation	Percentage of Growth Over Previous Years	Growth in Dollar Amount Over Previous Years
1963-64	$ 222,274,400		
1964-65	234,999,870	5.72	$ 12,725,470
1965-66	238,647,412	1.55	3,647,542
1966-67	244,914,539	2.63	6,267,127
1967-68	252,086,346	2.93	7,171,807
1968-69	259,629,579	2.99	7,543,233
1969-70	273,877,544	5.49	14,247,965
1970-71	304,098,073	11.03	30,220,529
1971-72	333,202,858	9.57	29,104,785
1972-73	363,801,245	9.18	30,598,387
1973-74	401,195,648	10.28	37,394,403
1974-75	463,644,914	15.57	62,449,266
1975-76	548,473,658	18.30	84,828,744
1976-77	606,927,939	10.66	58,454,281
1977-78	753,360,347	24.13	146,432,408
1978-79	903,221,807	19.89	149,861,460
1979-80	1,051,380,713	16.40	148,158,906
1980-81	1,144,017,412	8.81	92,636,699
Average percent of annual growth for past five years		15.98	
Growth in Assessed Valuation from 1963-64 to 1980-81			$ 921,743,012
Average annual growth in Assessed Valuation from 1963-64 to 1980-81			$ 54,220,177
Average annual growth in Assessed Valuation for past five years			$ 119,108,751

CHART NO. 4

CUESTA COLLEGE
SAN LUIS OBISPO COUNTY
COMMUNITY COLLEGE DISTRICT

FINANCE SUMMARY

Year	A.D.A.	Assessed Valuation	Total Tax Rate	Gen. Oper.	Bond Int. & Redemption	Override For Bldg.	Budget	Beginning Balance	Ending Balance
1964-65	135	234,999,870	$ .49	$ .49	$	$	$ 583,331	$ (12,944)	$ 533,565
1965-66	965	238,647,412	.40	.40			1,339,230	533,565	372,054
1966-67	1,189	244,914,539	.44	.44			1,425,318	372,054	410,285
1967-68	1,480	252,086,346	.42	.42			1,528,270	410,285	407,683
1968-69	1,688	259,629,579	.48	.48			1,695,273	407,683	307,909
1969-70	1,894	273,877,544	.72	.52		.20	1,833,688	307,909	320,411
1970-71	2,360	304,098,073	1.07	.57		.50	3,659,775	320,411	771,944
1971-72	2,444	333,202,858	.57	.54	.03		2,714,706	771,944	683,547
1972-73	2,541	363,801,245	.71	.59	.12		3,991,054	683,547	540,583
1973-74	2,858	401,195,648	.85	.58	.10	.17	4,199,027	540,583	645,515
1974-75	3,182	463,644,914	1.18	.64	.10	.44	6,195,771	645,515	840,271
1975-76	3,529	548,473,658	.83	.63	.20		5,373,122	840,271	951,558
1976-77	3,138	606,927,939	.87	.67	.20		6,442,868	951,558	792,649
1977-78	3,217	753,360,347	.81	.66	.15		6,752,508	792,649	862,004
1978-79	2,940	903,221,807	Proration Prop. 13		.09		6,590,310	862,004	1,032,211
1979-80	3,062	1,051,380,713	Proration Prop. 13		.06		7,352,670	1,032,211	953,245
1980-81est.	3,062	1,144,017,412	Proration Prop. 13		.06		8,338,191	953,245	283,108

CHART NO. 5

CUESTA COLLEGE
SAN LUIS OBISPO COUNTY
COMMUNITY COLLEGE DISTRICT

A.D.A. SURVEY

	1975-76	1976-77	REVISED	1977-78	1978-79	1979-80
OTDA - DAY: RESIDENT	2,139.07	2,167.74	ADA - DAY: RESIDENT	2,136.00	2,007.09	2,088.56
OUT OF DISTRICT	8.82	7.52	OUT OF DISTRICT	15.11	7.27	17.68
NON RESIDENT	70.87	N/A	(NON RESIDENT)	---	---	---
NON DISTRICT	28.00	18.42	NON DISTRICT	12.93	15.21	20.65
OTDA - EVE: RESIDENT	467.84	820.87	ADA - EVE: RESIDENT	801.30	741.09	746.75
OUT OF DISTRICT	.40	1.47	OUT OF DISTRICT	1.79	1.26	1.53
NON RESIDENT		N/A	(NON RESIDENT)	---	---	---
NON DISTRICT	2.08	.73	NON DISTRICT	1.01	.67	1.47
SUMMER - OTDA: RESIDENT	141.01	120.78	SUMMER - RESIDENT	129.69	80.27	104.87
OUT OF DISTRICT	---	.25	OUT OF DISTRICT	.33	.16	.05
NON DISTRICT	---	---		---	---	---
LDA - DAY: RESIDENT	180.80		POSITIVE ATTENDANCE - DAY RES.	94.07	63.60	44.79
NON DISTRICT & NON RESIDENT	O/D 2.11		OUT OF DISTRICT NON RESIDENT	.03 1.80	--- ---	--- ---
LDA - EVE: RESIDENT	464.93		POSITIVE ATTENDANCE - EVE. RES.	22.74	23.37	35.17
NON DISTRICT & NON RESIDENT	O/D 2.26		OUT OF DISTRICT NON DISTRICT	.03 ---	--- ---	--- ---
SUMMER - LDA: RESIDENT	20.74					
NON DISTRICT & NON RESIDENT	---					
NON-GRADED CLASSES: EC 17601.1 (e) OTDA - RESIDENT	---					
LDA - RESIDENT	---					
GRAND TOTAL ADA	3,528.93	3,137.78		3,216.83	2,939.99	3,061.52

CUESTA COLLEGE

GENERAL FUND BUDGET FOR YEARS
1979-80 AND 1980-81

The General Fund Budgets for 1979-80 and 1980-81 which follow, present in summary form the financial aspects of the College operations.

This will be the third year of College operation following the passage of Proposition Thirteen.

The funding for this fiscal year, 1980-81, is provided for in Assembly Bill 8, as revised by the 1980 Legislature.

The funding formula is based upon the ADA generated by the community colleges of the State. The formula provides for greater increases for those colleges whose average expenditures per ADA have been lower and lesser increases for those colleges having higher expenditures per ADA. For 1980-81 Cuesta College expects to receive a 7.52% increase in funds derived from local and State sources (property taxes and State allocations).

CUESTA COLLEGE

GENERAL FUND BUDGET AT A GLANCE

	1979-80 BUDGET	1979-80 ACTUAL	1980-81 BUDGET
Net Beginning Balance	$ 922,213	$ 1,032,211	$ 953,245
INCOME			
Federal	$ 622,301	$ 437,129	$ 622,964
State	4,948,987	3,587,915	3,839,871
County	17,000	41,157	17,000
Local	1,484,031	3,207,503	3,188,219
TOTAL INCOME	$ 7,072,319	$ 7,273,704	$ 7,668,054
TOTAL INCOME & BEGINNING BALANCE	$ 7,994,532	$ 8,309,915	$ 8,621,299
EXPENDITURES			
Certificated Salaries	$ 2,852,324	$ 3,032,165	$ 3,091,610
Classified Salaries	1,337,857	1,453,593	1,506,343
Staff Benefits	844,802	846,849	975,405
Books, Supplies and Equipment Replacement	391,698	381,542	377,284
Other Operating Expenses	934,854	834,883	1,119,665
Subtotal	$ 6,361,535	$ 6,549,032	$ 7,070,307
Capital Outlay	$ 349,764	$ 447,615	$ 134,064
Other Outgo	1,059,051	356,023	1,133,820
TOTAL EXPENDITURES & OTHER OUTGO	$ 7,770,350	$ 7,352,670	$ 8,338,191
Ending Balance	224,182	953,245	283,108
TOTAL EXPENDITURES, OTHER OUTGO AND ENDING BALANCE	$ 7,994,532	$ 8,305,915	$ 8,621,299

CUESTA COLLEGE

GENERAL FUND BUDGET 1980-81

ESTIMATED INCOME

		1979-80 BUDGETED	1979-80 ACTUAL	1980-81 BUDGETED
Beginning Balance, July 1		$ 922,213	$1,032,211	$ 953,245
FEDERAL INCOME				
8120	Veteran's Education	$ 1,000	$ 2,677	$ 1,000
8180	Higher Education Act, 1965 Title II A-Library Materials	3,963	3,963	1,900
8220	Comprehensive Employment and Training Act	180,000	48,053	180,000
8240	Vocational Education Amendments			
	Sub Part II	129,339	128,527	129,339
	Sub Part III	14,260	14,260	14,260
	Sub Part IV Disadvantaged	0	0	0
	Sub Part V Consumer and Homemaking	6,839	6,839	6,839
8310	Forest Reserve Funds	1,000	1,539	1,000
8490	All Other Federal Income			
	B.E.O.G.	250,000	207,228	250,000
	S.E.O.G.	11,231	9,315	15,000
	Nursing	2,428	2,869	2,428
	College Work Study	22,241	10,259	21,198
	Energy Forum	0	1,600	0
	Total Federal Income	$ 622,301	$ 437,129	$ 622,964
STATE INCOME				
8611	Basic & Equalization Aid	AB 8	3,283,501	AB 8
8612	Physically Handicapped	50,727	64,682	112,010
8638	Extended Opportunity Program and Services (E.O.P.S.)	89,954	63,678	89,954
8671	Reimbursement for Income Lost Due to Business Inventory Exemptions	AB 8	48,408	AB 8
8672	Reimbursement for Income Lost Due to Home Owners Exemptions	AB 8	120,865	AB 8
8690	State Income From AB 8 for 1980-81	4,808,306	6,781	3,637,907
	Total State Income	$4,948,987	$3,587,915	$3,839,871

Estimated Income - Continued

		1979-80 BIDGETED	1979-80 ACTUAL	1980-81 BUDGETED
8784	Payments in Lieu of Taxes	$ 17,000	$ 41,157	$ 17,000
	Total County Income	$ 17,000	$ 41,157	$ 17,000
LOCAL INCOME				
8811	All Tax Related Income AB 8 for 1980-81	$1,201,000	$2,495,877	$2,874,000
8812	Unsecured Roll Taxes	AB 8	93,492	AB 8
8813	Prior Year Taxes	AB 8	103,939	AB 8
8842	Sale of Equipment & Supplies	1,000	3,183	1,000
8845	Sale of Publications	1,000	655	1,000
8850	Rentals and Leases	1,700	7,175	1,000
8860	Interest	40,000	118,658	40,000
8872	Nonresident Students	80,000	149,171	80,000
8873	Children's Center	12,000	11,906	8,000
8876	Health Fees	20,000	0	0
8877	Parking Fees	60,000	68,039	65,000
8878	Other Student Charges	2,000	17,257	4,000
8890	All Other Local Income			
	Community Services	28,611	48,304	63,184
	Community Recreation	28,720	48,314	41,035
	Other	0	22,363	0
8897	Facilities Use	8,000	19,170	10,000
	Total Local Income	$1,484,031	$3,207,503	$3,188,219
	TOTAL INCOME	$7,072,319	$7,273,704	$7,668,054
	TOTAL INCOME AND BEGINNING BALANCE	$7,994,532	$8,305,915	$8,621,299

CUESTA COLLEGE

GENERAL FUND BUDGET 1980-81

APPROPRIATIONS BY OBJECT CODE

		1979-80 BUDGETED	1979-80 ACTUAL	1980-81 BUDGETED
1000	CERTIFICATED SALARIES			
1100	Teaching, Reg. Contract	$1,749,038	$1,803,701	$1,884,326
1200	Non-teaching, Reg. Contract	586,367	602,710	609,659
1300	Teaching, Part-time	462,463	550,629	534,135
1400	Non-teaching, Part-time	54,456	75,125	63,490
	Total	$2,852,324	$3,032,165	$3,091,610
2000	CLASSIFIED SALARIES			
2100	Non-inst., Reg. Rull-time	$ 914,725	$ 917,284	$ 991,416
2200	Inst. Aides, Reg. Full-time	207,927	227,771	240,566
2300	Non-inst., Other than Full-time	131,630	191,255	174,616
2400	Inst., Other than Full-time	53,439	104,521	77,847
2500	College Work Study	30,136	12,762	21,898
	Total	$1,337,857	$1,453,593	$1,506,343
3000	STAFF BENEFITS			
3100	State Teachers Retrmnt. Sys.	$ 191,489	$ 196,265	$ 215,191
3200	Public Employees Retrmnt. Sys.	158,089	160,880	175,890
3300	Old Age, Survivors, Disability Health Ins.	73,706	74,932	87,620
3400	Health & Welfare, Fringe Pkg.	323,823	296,709	344,960
3500	State Unemployment Ins.	20,178	9,839	22,865
3600	Workers Compensation Ins.	69,525	72,285	96,007
3800	Staff Benefits for Special Projects	7,992	35,939	32,872
	Total	$ 844,802	$ 846,849	$ 975,405

Appropriations - Continued

		1979-80 BUDGETED	1979-80 ACTUAL	1980-81 BUDGETED
4000	BOOKS, SUPPLIES AND EQUIPMENT REPLACEMENT			
4200	Books	$ 0	$ 198	$ 0
4400	Instructional Supplies	168,509	171,437	171,433
4500	Custodial & Maint. Supplies	102,597	114,035	136,363
4600	Library Supplies	11,500	12,797	11,500
4700	Other Non-inst. Supplies	59,092	51,989	47,658
4800	Equipment Replacement	50,000	31,086	10,330
	Total	$ 391,698	$ 381,542	$ 377,284
5000	OTHER OPERATING EXPENSES			
5100	Contracts for Personal Svcs.	$ 118,444	$ 16,746	$ 19,787
5200	Utilities & Housekeeping Svcs.	418,190	396,001	624,831
5300	Legal, Election, Audit Expense	36,392	24,180	32,500
5400	Insurance	121,500	75,617	101,500
5500	Memberships & Dues	4,373	5,711	4,373
5600	Travel, Conference, & Misc. Employee Expenses	52,262	66,998	79,844
5700	Contracts, Rents, Leases and Repairs	96,242	133,432	151,227
5800	Contractual Services for Community Services	37,898	54,832	41,000
5900	Other Services and Expenses for District-wide Operation	49,553	61,366	64,603
	Total	$ 934,854	$ 834,883	$1,119,665
6000	CAPITAL OUTLAY			
6100	Sites & Site Improvements	$ 123,900	$ 113,361	$ 48,000
6200	Buildings	165,000	183,365	24,500
6300	Books, Library & Media	9,963	10,523	11,900
6400	New Equipment	45,996	136,148	44,430
6500	Lease-Purchase Agreements	4,905	4,218	5,234
	Total	$ 349,764	$ 447,615	$ 134,064

Appropriations - Continued

	1979-80 BUDGETED	1979-80 ACTUAL	1980-81 ACTUAL
7000 OTHER OUTGO			
7300 Interfund Transfers	$ 0	$ 100,000	$ 0
7500 Student Financial Aid	684,051	256,023	687,820
7600 Anticipated Costs	375,000	0	446,000
Total	$1,059,051	$ 356,023	$1,133,820
TOTAL EXPENDITURES AND OTHER OUGTO	$7,770,350	$7,352,670	$8,338,191
ENDING BALANCE, JUNE 30	$ 224,182	$ 953,245	$ 283,108
TOTAL EXPENDITURES, OTHER OUTGO, AND ENDING BALANCE, JUNE 30	$7,994,532	$8,305,915	$8,621,299

CHART NO. 6

SAN LUIS OBISPO COUNTY COMMUNITY COLLEGE DISTRICT

STATEMENT OF CHANGES IN FIXED ASSETS

	Sites	Improvement of Sites	Buildings	Equipment	Total
BALANCE JUNE 30, 1979	$ 401,010	$ 4,929,957	$ 18,536,448	$ 3,083,175	$ 26,950,590
Year End Accruals		(73,755)	(342,853)		(416,608)
Replacements				6,032	6,032
BALANCE JULY 1, 1979	$ 401,010	$ 4,856,202	$ 18,193,595	$ 3,089,207	$ 26,540,014
ADD: Building Fund	0	78,746	415,313	870	494,929
General Fund	0	113,360	183,366	136,147	432,873
SUBTOTAL	$ 401,010	$ 5,048,308	$ 18,792,274	$ 3,226,224	$ 27,467,816
DEDUCT: Disposals	$ 0	$ 0	$ 0	(11,679)	(11,679)
Sale of Equipment	0	0	0	(3,814)	(3,814)
BALANCE JUNE 30, 1980	$ 401,010	$ 5,048,308	$ 18,792,274	$ 3,210,731	$ 27,452,323

11.

NEW FACILITIES - PLANNING AND CONSTRUCTION

As of June 30, 1980, the following were complete:

Physical Education Shower & Locker Facility
Women's Physical Education
Physical Education Offices
Physical Education Activities
Biological Sciences
Physical Sciences
Science Offices
Science Forums
Library/Administration
Engineering-Technology
Business Education
Business Education/Engineering-Technology Offices
Maintenance Center
Cafeteria
Bookstore
Language Arts & Social Sciences Office
Fine Arts
Language Arts & Social Sciences Office
Physical Education Storage
Lunch Shelter
Humanities Forum and Classrooms
Fine Arts Addition
Gymnasium
Theatre Workshop Addition
Engineering-Technology Addition, including classrooms
Swimming Pool
Campus Roads

The new Administration Building will be complete in September, 1980.

OFFICE OF PERSONNEL/AFFIRMATIVE ACTION

I. PERSONNEL/AFFIRMATIVE ACTION

This office is responsible for implementing the affirmative action program of the college through its recruitment, interviewing, and hiring policies and its active involvement as a resource for the Board of Trustees and Administration, the staff, and the public on any questions regarding personnel or affirmative action related matters.

On February 25, 1980, the Board voted to adopt a revised Affirmative Action Plan and Goals and Timetables for its implementation. Community and college input was sought and received and the new plan reaffirms the college's commitment to the goals of affirmative action.

II. EMPLOYMENT STATISTICS

The following chart indicates the employment statistics as of December 10, 1979:

	STAFF TOTAL	MIN. TOTAL	MINORITY M	MINORITY W	SAA M	SAA W	BLACK M	BLACK W	ASIAN M	ASIAN W	M.A. M	M.A. W	WOMEN
Administration	7	14.3% 1	1		1								
Certificated: Full-Time	85	8.2% 7	3	4	1	3			2	1			29.4% 25
Certificated: Part-Time	91	5.5% 5	3	2	3	2							45% 41
Total Certificated:	183	6.5% 12	6	6	4	5			2	1			36% 66
Classified: Full-Time	83	8.4% 7	5	2	2	1	1		2	1			54.2% 45
Part-Time	18	6.0% 1	1		1								72.2% 13
Total Classified	101	7.9% 8	6	2	3	1	1		2	1			57.4% 58
Overall Totals	291	7.21% 21	13	8	8	6	1		4	2			42.6% 124

During this year, the Personnel/Affirmative Action Office processed 1104 Classified applications. From these, 181 were interviewed and 41 were hired to fill vacancies.

The following chart shows additional data relating to recruitment. This information comes from the optional affirmative action data sheet that is issued with each application.

AFFIRMATIVE ACTION AND RECRUITMENT INFORMATION

Summary with Percentages

1979-1980

		RECRUITMENT				MARITAL STATUS				ETHNIC BACKGROUND					WOMEN
		Self-Initiated	Ad	Friend & Cuesta	Other	Single	Married	Divorced	Widowed	Black	Asian	Nat. Amer.	Span. Surname	White	
CERTIFICATED (Instructional - Day and Evening) Total: 90 responses* Age Span: 24-64	TOTAL	21	40	7	16	19	53	11	0	3	0	5	1	71	53
	PERCENTAGE	23.33	44.44	7.77	17.77	21.11	58.8	12.2	0	3.3	0	5.5	1.1	78.8	58.8
COMMUNITY SERVICE Total: 11 responses* Age Span: 21-48	TOTAL	1	4	1	1	3	3	3	1	0	0	0	0	8	10
	PERCENTAGE	9.09	36.3	9.09	9.09	27.2	27.2	27.2	9.09	0	0	0	0	72.7	90.9
CLASSIFIED Total: 1104 responses* Age Span: 17-64	TOTAL	104	758	47	79	325	566	129	15	12	14	30	28	930	700
	PERCENTAGE	9.42	68.6	4.25	7.15	29.4	51.26	11.68	1.35	1.08	1.26	2.71	2.53	84.2	63.4

* Varying totals reflect the applicant's incomplete responses to the Affirmative Action Data Sheet.

III. OVERVIEW OF PERSONNEL/ AFFIRMATIVE ACTION OFFICE DUTIES

The office continues to provide assistance on personnel or affirmative action related matters. Some of these areas of service are:

1. Interpretation and administration of policies and procedures for the

classified staff, including the collective bargaining contract.

2. Processing worker's compensation reports, claims, and summary reports.

3. New hire orientation, including explanation of the college benefit package. This year two coffee socials welcoming new classified employees were held.

4. Presentation by invitation of the instructor, of workshop segments for students, on such subjects as resume writing, interview techniques, and Title IX.

5. Assistance at the bargaining table with contract negotiations with the classified staff representatives.

6. The Coordinator offers assistance to any employee, student or applicant who feels he/she has been discriminated against or who wishes to file a grievance. Although this is an uncommon occurrence, it is, nevertheless, a service available at all times.

OFFICE OF PUBLIC INFORMATION

The Public Information Office continued efforts to communicate with the many segments of the community college district's varied public, with an eye toward informing students and residents of the wide range of educational and cultural activities offered by the college both on- and off-campus.

To this end, two primary courses of action were pursued: (1) Dissemination of news releases and prepared information; and (2) County-wide mailing of the Profile magazine.

1. NEWS RELEASES

By furnishing prepared materials, news releases and information to print media, television and radio outlets of the county (including the college's own Guestonian newspaper and radio station KUGR), the Public Information Office was able to disseminate news of college activities. Meetings of the Board of Trustees were covered regularly by this office, and news releases were issued on subjects of district and campus plans, events and activities.

A total of 222 news releases were issued during the year, as compared to 294 issued during 1977-78, the last year for which figures were available and also the last year the office operated on a full-time basis.

Releases were issued in the following categories:	1977-78	1979-80
Special Services (short courses, seniors, recreation)	44	51
Students & Activities (incl. music and drama)	35	44
Community Services Events	63	37
Curriculum & Classes	10	21
Board of Trustees	53	19
General Announcements (registration, counseling, etc.)	30	18
Vocational/Technical	15	6
Campus Groups (faculty, staff, patrons)	14	5
Miscellaneous (special events, graduation, library, etc.)	30	21
	294	222

2. PROFILE MAGAZINE

With the cooperation of the Community Services Office, the Public Information Office was able to issue a spring semester, 1980, Profile magazine, first such published by the college since the spring, 1978, edition. The 16-page printing contained a full schedule of Community Services presentations, news of Jazz Week and other special events, senior programs, short courses and a complete schedule of evening classes. The spring Profile was direct mailed to 69,000 homes in the community college district.

3. MISCELLANEOUS ACTIVITIES

In addition, the Public Information Office secures speakers from the college as requested by community groups; provides photographs to publicize campus activities; assists students in obtaining publicity for events; provides the media information and contact access to individuals and groups on campus; and works with campus radio, television and Media Services as part of the Promotion Committee to coordinate promotional efforts for the college.

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